Australian Government

POL Police Training Package

Release: 2.0

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POL21115 Certificate II in Community Engagement

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is not equivalent to PUA20312 Certificate II in Public Safety (Police Liaison). • Core units list revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in police community engagement. The qualification covers skills that allow police staff to undertake defined activities in community engagement within a police environment.

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

Packaging Rules

4 units of competency are required for this qualification.

All 4 core units from the list below are required.

Core units	
POLAUX001	Perform basic administrative police duties
POLAUX002	Assist police with members of a culturally specific community

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POLAUX003	Participate in community engagement activities
POLGEN014	Minimise hazards in a policing environment

Qualification Mapping Information

No equivalent qualification

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL31115 Certificate III in Aboriginal Community Policing

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is not equivalent to PUA30112 Certificate III in Public Safety (ATSI Community Policing). • Core units list revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in Aboriginal community policing. The qualification covers skills that allow police staff to complete routine activities and apply their cultural understanding within a police environment.

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

Packaging Rules

7 units of competency are required for this qualification.

All 7 core units from the list below are required.

Core units	
POLAUX001	Perform basic administrative police duties
POLAUX002	Assist police with members of a culturally specific community

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POLAUX004	Maintain operational safety in a policing environment
POLAUX005	Promote public order through policing services
POLAUX006	Administer legislation in a policing environment
POLAUX007	Support road policing services
POLGEN018	Manage persons in care or custody

Qualification Mapping Information

No equivalent qualification.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL31215 Certificate III in Police Liaison

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is not equivalent to PUA30312 Certificate III in Public Safety (Police Liaison). • Core units list revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in police liaison. The qualification covers skills that allow police staff to complete routine activities in police liaison within a police environment.

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

Packaging Rules

6 units of competency are required for this qualification.

All 6 core units from the list below are required.

Core units	
POLAUX001	Perform basic administrative police duties
POLAUX008	Facilitate public safety awareness activities

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POLAUX009	Represent policing in community engagement activities
POLAUX010	Deliver a simple work-based policing initiative
POLAUX018	Liaise with a culturally specific community
POLGEN014	Minimise hazards in a policing environment

Qualification Mapping Information

No equivalent qualification.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL41115 Certificate IV in Aboriginal Community Policing

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is not equivalent to PUA40112 Certificate IV in Public Safety (ATSI Community Policing). • Core units list revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in Aboriginal community policing. The qualification covers skills that allow police staff to complete routine and non-routine activities and apply their broad cultural understanding within a police environment.

Generally, entry level to these qualifications would be at the Certificate III level, for candidates who demonstrate a capacity to undertake vocational education and training, allowing them to develop and build upon their skills and knowledge base as they progress through the pathway.

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

Packaging Rules

6 units of competency are required for this qualification.

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All 6 core units from the list below are required.

Core units	
POLAUX005	Promote public order through policing services
POLAUX011	Participate in police investigations
POLAUX012	Contribute to judicial processes
POLAUX013	Deliver services to local policing area
POLAUX014	Promote engagement in a policing environment
POLGEN018	Manage persons in care or custody

Qualification Mapping Information

No equivalent qualification.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL41215 Certificate IV in Protective Services

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is equivalent to PUA42812 Certificate IV in Public Safety (Policing Support Services – General/Protective Services). • Core units list revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in protective services. The qualification covers skills that allow police staff to complete routine and non-routine activities and apply protective services skills and knowledge within a police environment.

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

Packaging Rules

6 units of competency are required for this qualification.

All 6 core units from the list below are required.

Core units	
POLAUX015	Drive policing vehicles
POLAUX016	Apply protective service methods

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POLAUX017	Escort persons in a protective service environment
POLGEN013	Demonstrate professional policing practice
POLGEN019	Operate safely within a policing environment
POLGEN020	Communicate within a policing environment

Qualification Mapping Information

PUA12 V2.1 Code	PUA12 V2.1 Title	E/NE	POL Code	POL Title	Comments
PUA42812	Certificate IV in Public Safety (Policing Support Services - General/Protective Services)	E	POL41215	Certificate IV in Protective Services	• Core units list revised • Content of all units reviewed

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL50118 Diploma of Policing

Modification History

Release 1. This is the first release of this qualification in the POL Police Training Package

Qualification Description

This qualification allows for the attainment of general skills in policing. The qualification covers skills that allow police staff to employ specialised knowledge and skilled practice in general police duties within a police environment.

Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

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

Entry Requirements

There are no entry requirements for this qualification

Packaging Rules

A total of **8 units of competency** comprising all units listed below.

Core units

POLGEN013	Demonstrate professional policing practice
POLGEN019	Operate safely within a policing environment
POLGEN029	Manage persons in care or custody
POLGEN030	Provide a policing response
POLGEN031	Conduct an initial investigation
POLGEN032	Apply legislation and judicial processes in policing
POLGEN033	Deliver policing services

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POLGEN034 Deliver road policing services

Qualification Mapping Information

This qualification replaces but is not equivalent to POL50115 Diploma of Policing.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL52115 Diploma of Police Intelligence Practice

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is equivalent to PUA52112 Diploma of Public Safety (Police Intelligence Practice). • Core and elective units lists revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in police intelligence practice. The qualification covers skills that allow police staff to employ specialised knowledge and skilled practice in information and intelligence management within a police intelligence environment.

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

Packaging Rules

8 units of competency are required for this qualification.

All 8 core units from the list below are required.

Core units	
POLCOV001	Assess threat and report risks

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POLCOV002	Produce and manage intelligence products
POLCOV003	Plan for intelligence projects
POLCOV004	Manage information in an intelligence environment
POLCOV005	Analyse information to develop intelligence
POLCOV006	Liaise with clients or stakeholders for intelligence purposes
POLGEN016	Conduct briefings and debriefings in a policing environment
POLGEN017	Work collaboratively in a team environment

Qualification Mapping Information

PUA12 V2.1 Code	PUA12 V2.1 Title	E/NE	POL Code	POL Title	Comments
PUA52112	Diploma of Public Safety (Police Intelligence Practice)	E	POL52115	Diploma of Police Intelligence Practice	• Core and elective units lists revised • Content of all units reviewed

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL58115 Diploma of Police Search and Rescue Coordination (Marine/Land)

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is not equivalent to PUA50112 Diploma of Public Safety (Police Search & Rescue - Coordination). • Core and elective units lists revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in police search and rescue coordination while also specialising in either marine or land search and rescue duties.

The marine specialisation covers skills that allow police staff to employ specialised knowledge and skilled practice in search and rescue coordination within a marine environment.

The land specialisation covers skills that allow police staff to employ specialised knowledge and skilled practice in search and rescue coordination within a land environment.

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

Additional qualification advice

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The testamur can be titled: Diploma of Police Search and Rescue Coordination (field of study) i.e. Diploma of Police Search and Rescue Coordination (Marine).

Packaging Rules

5 units of competency are required for this qualification:

- 4 core units
- 1 elective unit

Specialisation

The candidate is required to choose either the marine or land specialisation:

- 1 elective unit from Group A for a marine specialisation
- 1 elective unit from Group B for a land specialisation

Core units	
POLSAR007	Assess search and rescue requirements
POLSAR008	Undertake initial search and rescue actions
POLSAR009	Coordinate police search and rescue operation
POLSAR010	Conclude police search and rescue operation
Group A: marine specialisation	
POLSAR005	Undertake marine search and rescue duties
Group B: land specialisation	
POLSAR006	Undertake land search and rescue duties

Qualification Mapping Information

No equivalent qualification.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL62215 Advanced Diploma of Police Intelligence Operations

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is equivalent to PUA60412 Advanced Diploma of Public Safety (Police Intelligence Operations). • Core and elective units lists revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in police intelligence operations. The qualification covers skills that allow police staff to employ broad knowledge and highly skilled practice in managing intelligence operations within a police environment.

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

Packaging Rules

4 units of competency are required for this qualification.

All 4 core units from the list below are required.

Core units	
POLCOV007	Manage intelligence briefings and presentations
POLCOV008	Provide intelligence support to policing responses

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POLCOV009	Undertake complex research and analysis in an intelligence environment
POLCOV010	Manage threat and risk in a policing environment

Qualification Mapping Information

PUA12 V2.1 Code	PUA12 V2.1 Title	E/NE	POL Code	POL Title	Comments
PUA60412	Advanced Diploma of Public Safety (Police Intelligence Operations)	E	POL62215	Advanced Diploma of Police Intelligence Operations	• Core and elective units lists revised • Content of all units reviewed

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL65115 Advanced Diploma of Police Investigation

Modification History

Release 2. This is the second release of this qualification.

- Content of all units reviewed
- POLINV004 Conduct investigative interviews replaced with POLINV011 Conduct investigative interviews

Release 1. This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Supersedes and is equivalent to PUA60312 Advanced Diploma of Public Safety (Police Investigation).

- Core units list revised
- Content of all units reviewed

Qualification Description

This qualification allows for the attainment of general skills in police investigation. The qualification covers skills that allow police staff to employ broad knowledge and highly skilled practice in investigations within a police environment.

Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

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

Entry Requirements

There are no entry requirements for this qualification

Packaging Rules

A total of **6 units of competency** comprising all units listed below.

Core units

POLGEN015	Apply media strategies for policing purposes
POLINV001	Plan police investigations

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POLINV002	Conduct police investigations
POLINV003	Manage incident scenes
POLINV011	Conduct investigative interviews
POLINV009	Manage information within investigations

Qualification Mapping Information

This qualification replaces and is equivalent to PUA60312 Advanced Diploma of Public Safety (Police Investigation).

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL66115 Advanced Diploma of Police Negotiation

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is equivalent to PUA61312 Advanced Diploma of Public Safety (Police Negotiations). • Core units list revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills required to fulfil negotiation roles. The qualification covers skills that allow police staff to employ broad knowledge and highly skilled practice in negotiation within a policing environment.

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

Packaging Rules

5 units of competency are required for this qualification.

All 5 core units from the list below are required.

Core units	
POLNEG001	Use and maintain specialised equipment to support police response
POLNEG002	Perform negotiations

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POLNEG003	Manage teamwork at situations
POLNEG004	Communicate in a negotiations environment
POLGEN019	Operate safely within a policing environment

Qualification Mapping Information

PUA12 V2.1 Code	PUA12 V2.1 Title	E/NE	POL Code	POL Title	Comments
PUA61312	Advanced Diploma of Public Safety (Police Negotiations)	E	POL66115	Advanced Diploma of Police Negotiation	• Core units list revised • Content of all units reviewed

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL68115 Advanced Diploma of Police Search and Rescue Management

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is not equivalent to PUA60212 Advanced Diploma of Public Safety (Police Search & Rescue Management). • Core units list revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in police search and rescue management. The qualification covers skills that allow police staff to employ broad knowledge and highly skilled practice in managing in search and rescue operations within a police environment.

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

Packaging Rules

8 units of competency are required for this qualification.

All 8 core units from the list below are required.

Core units	
POLSAR001	Manage and evaluate search and rescue exercises

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POLSAR002	Manage resources for police search and rescue operations
POLSAR003	Manage search and rescue media requirements
POLSAR004	Manage search and rescue operations
POLSAR005	Undertake marine search and rescue duties
POLSAR006	Undertake land search and rescue duties
POLINV007	Conduct jurisdictional review of policing practices
POLGEN001	Develop high performing teams within policing

Qualification Mapping Information

No equivalent qualification.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL80115 Graduate Certificate in Police Management

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is not equivalent to PUA80612 Vocational Graduate Certificate in Public Safety (Police Management). • Core and elective units lists revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in police management. The qualification covers skills that allow police staff to employ advanced knowledge and highly skilled practice in strategic and operational management within a police environment.

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

Packaging Rules

6 units of competency are required for this qualification.

All 6 core units from the list below are required.

Core units	
POLGEN007	Review policing governance and accountability compliance
POLGEN008	Conduct an appreciation of incident management

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POLGEN009	Contribute to and implement policing strategy and policy
POLGEN010	Demonstrate high level management capabilities within a policing context
POLGEN011	Demonstrate leadership capabilities in a policing context
POLGEN012	Manage risk within a policing context

Qualification Mapping Information

No equivalent qualification.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL84315 Graduate Certificate in Crime Scene Investigation

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is equivalent to PUA80412 Vocational Graduate Certificate in Public Safety (Crime Scene Investigation). • Core units list revised • Total units required for qualification remains at 4

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in crime scene investigation. The qualification covers skills that allow police staff to employ advanced knowledge and highly skilled practice in crime scene investigation within a police forensic environment.

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

Packaging Rules

4 units of competency are required for this qualification.

All 4 core units from the list below are required.

Core units	
POLFOR001	Apply specialised forensic science techniques
POLFOR002	Conduct complex forensic crime and incident scene investigations

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POLFOR003	Coordinate multi-discipline forensic investigations
POLFOR004	Develop forensic crime scene expertise

Qualification Mapping Information

PUA12 V2.1 Code	PUA12 V2.1 Title	E/NE	POL Code	POL Title	Comments
PUA80412	Vocational Graduate Certificate in Public Safety (Crime Scene Investigation)	E	POL84315	Graduate Certificate in Crime Scene Investigation	• Core units list revised • Total units required for qualification remains at 4

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL87115 Graduate Certificate in Police Prosecution

Modification History

Release	Comments
1	This qualification was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. Supersedes and is equivalent to PUA80212 Vocational Graduate Certificate in Public Safety (Police Prosecution). • Core units list revised • Content of all units reviewed

Qualification Description

The public safety industry operates through discrete sectors. Policing qualifications have been developed to set agreed minimum standards for police personnel that should be contextualised within the specifics of each police jurisdiction/agency/organisation's policies and procedures.

This qualification allows for the attainment of general skills in police prosecution. The qualification covers skills that allow police staff to employ advanced knowledge and highly skilled practice in prosecution, legal and judicial processes within a police environment.

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

Packaging Rules

6 units of competency are required for this qualification.

All 6 core units from the list below are required.

Core units	
POLPRO001	Conduct mention duties
POLPRO002	Conduct pre-hearing mentions

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POLPRO003	Conduct legal research
POLPRO004	Utilise the Rules of Evidence
POLPRO005	Conduct hearings
POLGEN013	Demonstrate professional policing practice

Qualification Mapping Information

PUA12 V2.1 Code	PUA12 V2.1 Title	E/NE	POL Code	POL Title	Comments
PUA80212	Vocational Graduate Certificate in Public Safety (Police Prosecution)	E	POL87115	Graduate Certificate in Police Prosecution	• Core units list revised. • Content of all units reviewed

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX001 Perform basic administrative police duties

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLGD010A Perform police administrative duties. • Content and formatting updated to comply with the new standards • Unit recoded POL • Title updated • Elements 1 and 2 reworded • Element 3 removed • Two new Elements added

Application

This unit describes the skills required to perform administrative police duties, including managing work outputs and own learning, completing administrative tasks and using communications equipment.

This unit applies to those working as police liaison officers operating within a policing environment.

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 information security and codes of conduct.

Those undertaking this unit would work independently or under supervision, with responsibility for their own functions and outputs. They would perform explicit tasks within established parameters and would develop solutions in predictable contexts.

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

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Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Manage work outputs	1.1 Establish tasks, priorities and deadlines in consultation with others. 1.2 Plan and prioritise tasks to meet deadlines. 1.3 Reprioritise tasks to accommodate changing circumstances. 1.4 Clarify requirements with supervisors to facilitate completion of tasks. 1.5 Complete tasks in accordance with instructions received and agreed timeframes. 1.6 Seek suggestions on ways to improve work outputs and performance.
2. Complete administrative tasks	2.1 Document details of tasks and commitment to maintain basic work records. 2.2 Complete documentation in correct format for submission within required timeframe. 2.3 Maintain security of documentation.
3. Use police communication equipment	3.1 Identify procedures and techniques for the use of police communications equipment. 3.2 Operate police communications equipment. 3.3 Record received information for reporting purposes. 3.4 Transmit information concisely and clearly to facilitate accurate reception of message.
4. Manage own learning	4.1 Identify own learning needs in consultation with relevant personnel. 4.2 Identify opportunities to meet learning needs and take action in consultation with relevant personnel. 4.3 Collate evidence of on and off-the-job learning relevant to work role.

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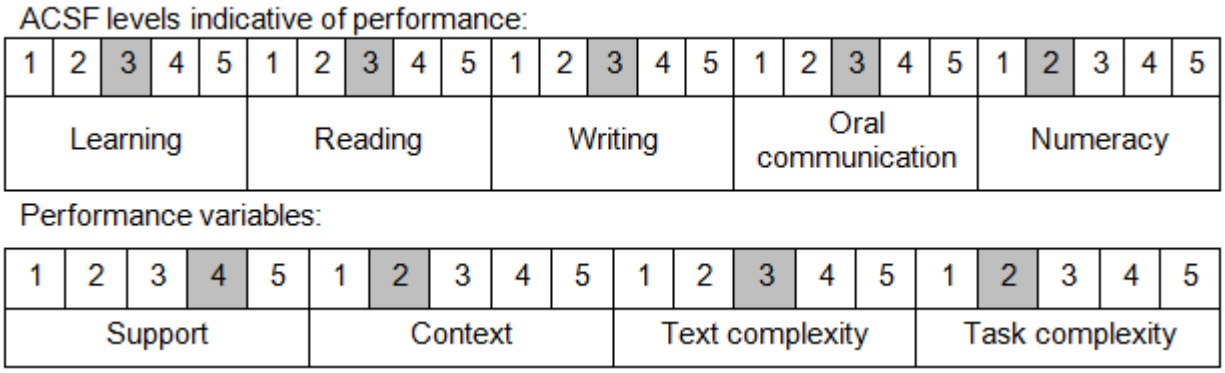
Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLGD010A Perform police administrative duties.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX001 Perform basic administrative police duties

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- managing time and prioritising tasks
- communicating effectively within the range of situations required for the job role
- operating the different communications equipment required by the organisation
- transmitting and receiving communications accurately using the organisation's communications systems and equipment

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- organisational communication policy, processes and systems for use within own job role
- range of communications equipment for use in police liaison
- range of workplace documentation relevant to job role

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX002 Assist police with members of a culturally specific community

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLIM001A Assist police with members of a culturally specific community. • Content and formatting updated to comply with the new standards • Unit recoded POL • All PC in Elements 1 and 2 revised • PC 3.3 and 4.4 removed

Application

This unit describes the skills required to apply cultural knowledge to support police engagement with members of culturally specific communities.

This unit applies to those working as police liaison officers operating within a policing environment.

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 codes of conduct.

Those undertaking this unit would work autonomously or under supervision with responsibility for their own functions and outputs. They would defined tasks within established parameters and would develop solutions in mostly predictable contexts.

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

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Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Assist in maintaining police presence	1.1 Apply cultural knowledge to facilitate police interaction with community. 1.2 Undertake engagement activities in accordance with own role and responsibilities.
2. Assist communication with a culturally specific community	2.1 Identify cultural considerations. 2.2 Provide advice on cultural considerations which may affect interaction between community and police. 2.3 Adjust communication style to explain information.
3. Consult with a culturally specific community	3.1 Identify issues affecting police relations with the community to improve engagement. 3.2 Communicate police service strategies to a community to facilitate feedback. 3.3 Report community concerns and suggestions from community to supervisors.
4. Advise police on culturally specific factors	4.1 Explain cultural considerations and community decision-making practices to enhance police service strategies. 4.2 Identify communication channels to facilitate communication between the community and the police organisation. 4.3 Identify roles of key groups and organisations to establish options for interaction with the community.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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ACSF levels indicative of performance:

1	2	**3**	4	5	1	2	**3**	4	5	1	2	**3**	4	5	1	2	3	**4**	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy **NA**					

Performance variables:

1	2	3	**4**	5	1	2	**3**	4	5	1	2	**3**	4	5	1	2	**3**	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLIM001A Assist police with members of a culturally specific community.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX002 Assist police with members of a culturally specific community

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- performing consultations with culturally specific communities
- adjusting communication style to audience
- assisting communication between police and community
- using cultural knowledge in interacting with community

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- characteristics of culturally specific community
- support agencies and services operating in the community
- communication processes and barriers to effective communication
- non-verbal communication indications

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX003 Participate in community engagement activities

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to participate in community engagement activities, including the application of communication skills and responding to community needs.

This unit applies to those working as police liaison officers operating within a policing environment.

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 codes of conduct.

Those undertaking this unit would work autonomously or under supervision, with responsibility for their own functions and outputs. They would perform tasks within established parameters and would develop solutions in predictable contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Communicate verbally and non-verbally	1.1 Adapt language and non-verbal communication to target audience. 1.2 Apply active listening skills and questioning techniques to clarify issues. 1.3 Use established communication pathways for routine and non-routine communication.
2. Identify response to community needs	2.1 Engage with community to identify needs. 2.2 Identify range of responses to meet community needs. 2.3 Report range of responses to supervisors to guide community engagement plan.
3. Engage with community	3.1 Communicate range of possible organisational responses to the community member. 3.2 Relay information to community members clearly, concisely and accurately to enhance understanding. 3.3 Inform community members of options for further action. 3.4 Seek assistance from colleagues to manage community members' expectations. 3.5 Refer community members to relevant personnel to ensure their needs are managed.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy NA					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

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Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX003 Participate in community engagement activities

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- displaying interpersonal skills
- obtaining information and providing advice
- seeking assistance when necessary
- ensuring verbal and non-verbal communication is consistent

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- available support agencies
- communication pathways and processes
- organisational response options relevant to community needs

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX004 Maintain operational safety in a policing environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to maintain operational safety in a policing environment, including deploying tactical options and using police equipment.

This unit applies to those working as community police staff, in metropolitan and/or remote areas.

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 codes of conduct.

Those undertaking this unit would demonstrate independent judgement, taking responsibility in known contexts and defined parameters. They would perform routine tasks, whilst providing and transmitting solutions to problems in a range of contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

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essential outcomes	further information is detailed in the range of conditions section.
1. Assess operational safety risks	1.1 Monitor environment continually to identify operational safety risks. 1.2 Identify options to select a reasonable and justifiable response. 1.3 Maintain communication with police and other parties throughout response. 1.4 Seek feedback from supervisor regarding response to inform future decisions.
2. Use tactical options	2.1 Identify tactical options for response based on risk assessment. 2.2 Determine the necessity of tactical options by continually assessing environment. 2.3 Implement tactical options in accordance with situational factors.
3. Handle police equipment	3.1 Store police equipment to ensure security. 3.2 Use police equipment in a manner which maximises safety of self and others. 3.3 Check police equipment to identify issues or faults.
4. Report operational safety matters	4.1 Explain use of tactical options based on situational factors. 4.2 Complete documentation requirements relating to operational safety.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
Learning	Reading	Writing	Oral communication	Numeracy NA

Performance variables:

1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
Support	Context	Text complexity	Task complexity

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

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Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX004 Maintain operational safety in a policing environment

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- communicating safety concerns to other stakeholders
- conducting safety and risk assessments
- using situational awareness to identify risks in the operational environment
- minimising and eliminating risks through the application of response options, including tactical options

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- current jurisdictional policies and procedures, relating to work health and safety
- jurisdictional policies and procedures relating to use of force/tactical options
- operational safety and use of force/tactical options principles
- types of police operational safety equipment

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX005 Promote public order through policing services

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to promote public order through policing services, including patrols, initial response and preservation of scenes and evidence.

This unit applies to those working as community police staff, in metropolitan and/or remote areas.

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 information security and codes of conduct.

Those undertaking this unit would demonstrate independent judgement, taking responsibility in known contexts and defined parameters. They would perform routine tasks, whilst providing and transmitting solutions to problems in a range of contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Conduct patrols	1.1 Patrol local policing area for crime prevention and public safety purposes. 1.2 Engage with individuals/community to develop rapport. 1.3 Collect information through patrol activities to identify areas of interest in local policing area. 1.4 Report information relating to local policing area to stakeholders.
2. Perform initial response	2.1 Observe incident to determine risk and requirement for response. 2.2 Identify resources required for policing response to incident. 2.3 Communicate with stakeholders to facilitate response. 2.4 Respond to incident in a manner which minimises risk to safety of self, colleagues and public. 2.5 Monitor incident to adjust response. 2.6 Communicate outcomes of response.
3. Preserve incident scene and evidence	3.1 Identify incident scenes requiring investigation to inform stakeholders. 3.2 Secure incident scenes to protect evidence. 3.3 Identify persons of interest at the incident scene for communication to stakeholders. 3.4 Secure evidence to facilitate further investigation.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

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Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX005 Promote public order through policing services

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- communicating with individuals and the community
- identifying areas of focus for policing responses
- responding to incidents based on situational requirements, available resources, and risks
- minimising risks to self, colleagues and public
- applying incident scene preservation procedures

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- patrol practices
- command and control/incident response
- legislation relating to offences against persons and property
- policies covering operational response and safety issues
- reporting requirements in relation to operational activities

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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POLAUX006 Administer legislation in a policing environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to administer legislation in a policing environment, including the application of legislation and powers and the production of judicial documentation.

This unit applies to those working as community police staff, in metropolitan and/or remote areas.

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 information security and codes of conduct.

Those undertaking this unit would demonstrate independent judgement. They would perform routine tasks, whilst providing and transmitting solutions to problems in a range of known contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

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	further information is detailed in the range of conditions section.
1. Apply legislation related to offences	1.1 Assess situation to determine whether an offence has been committed. 1.2 Identify sections of legislation applicable to situation to inform policing response. 1.3 Describe elements of offences to differentiate between categories. 1.4 Identify potential evidence of offences to facilitate preservation.
2. Exercise legislative powers and cautions	2.1 Identify legislative sources of police powers to inform policing responses. 2.2 Identify factors that may impact on policing responses. 2.3 Apply police powers to respond to situations. 2.4 Deliver relevant cautions and rights in accordance with legislative requirements.
3. Prepare judicial documents	3.1 Develop briefs of evidence. 3.2 Assess brief of evidence for elements of offences. 3.3 Check own judicial documents for compliance purposes.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
Learning NA	Reading	Writing	Oral communication	Numeracy NA

Performance variables:

1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
Support	Context	Text complexity	Task complexity

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

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Links

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Assessment Requirements for POLAUX006 Administer legislation in a policing environment

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying sources of legislation which relate to policing
- applying legislation to scenarios to inform the use of police powers
- communicating with stakeholders as part of policing responses and judicial processes
- developing briefs of evidence that comply with judicial policies and current legislation

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- hierarchy of Australian court system in relation to police processes
- current Commonwealth, national, state or territory legislation that outlines powers and responsibilities applicable to policing
- offences and the elements that constitute such offences
- rules of evidence
- current and relevant case law and legal precedents, as determined by police jurisdictions
- professional standards

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

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POLAUX007 Support road policing services

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to support road policing services, including safe driving, administering legislation, controlling traffic and conducting initial crash investigations.

This unit applies to those working as community police staff, in metropolitan and/or remote areas.

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 codes of conduct.

Those undertaking this unit would demonstrate independent judgement, taking responsibility in known contexts and defined parameters. They would perform routine tasks, whilst providing and transmitting solutions in predictable contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Demonstrate safe driving	1.1 Select police vehicles in accordance with operational suitability and fitness for purpose. 1.2 Complete pre-drive checks to establish vehicle's operational readiness and safety. 1.3 Demonstrate safe driving techniques in controlled scenarios. 1.4 Assess road conditions and situational risks to inform driving response.
2. Enforce road policing legislation	2.1 Apply current legislation to support road policing services. 2.2 Interpret elements of different traffic offences for road policing purposes. 2.3 Use equipment associated with road policing to detect potential offences. 2.4 Identify unsafe driver behaviour and traffic offences to inform response. 2.5 Complete vehicle stops and pullovers to enable further investigation.
3. Control traffic	3.1 Use personal protection equipment when controlling traffic. 3.2 Direct traffic using traffic signals. 3.3 Regulate traffic flow and movement to minimise risks to safety of self, colleagues and public.
4. Conduct initial investigations of crash incidents	4.1 Secure crash incident scenes to identify and protect potential evidence. 4.2 Assess crash incidents to determine resources required. 4.3 Gather details of potential witnesses, offenders and victims for communication to stakeholders.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy NA				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX007 Support road policing services

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- observing road situations to identify safety issues related to road conditions, drivers and vehicles
- referring and reporting safety issues to internal and external stakeholders
- assessing road policing scenarios to identify traffic offences
- communicating with stakeholders at crash incident scenes
- preparing and driving police vehicles to deliver policing responses

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- work health and safety legislation
- jurisdictional policies and procedures related to occupational/work health and safety
- police driving

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

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POLAUX008 Facilitate public safety awareness activities

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to facilitate public safety awareness activities, including developing networks and encouraging community participation.

This unit applies to those working as police liaison officers, operating within a policing environment.

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 information security and codes of conduct.

Those undertaking this unit would work independently or under supervision with responsibility for their own functions and outputs. They would undertake defined tasks within established parameters and would develop solutions in predictable contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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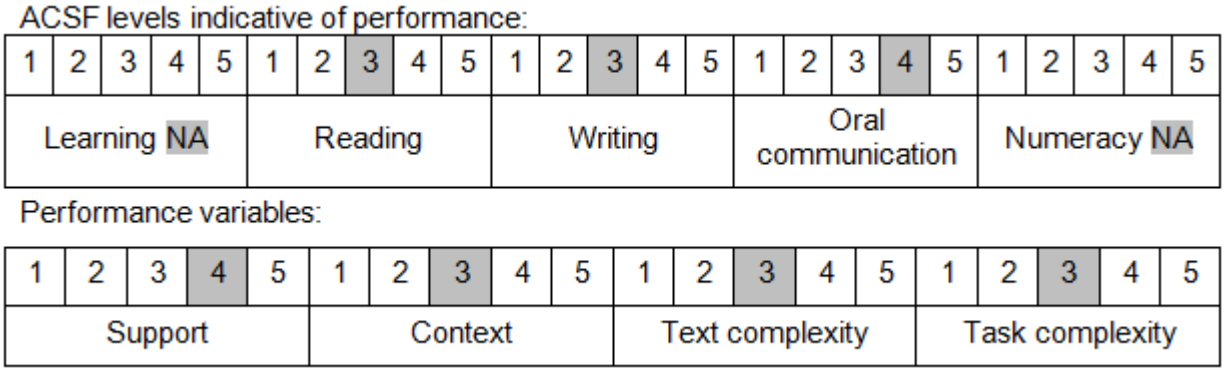
1. Develop networks within a community	1.1 Identify stakeholders within the community to determine their issues and concerns. 1.2 Establish rapport with community representatives and groups to facilitate engagement.
2. Support public safety awareness activities	2.1 Identify need for public safety awareness activities. 2.2 Enlist cooperation and support from stakeholders in planning and initiating public safety awareness activities. 2.3 Participate in the delivery of public safety awareness activities.
3. Report on public safety awareness activities	3.1 Monitor community perceptions of effectiveness of public safety awareness activity by seeking feedback. 3.2 Review public safety awareness activities for continuous improvement purposes. 3.3 Complete reports detailing activities, results and recommendations in line with organisational guidelines.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

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Links

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Assessment Requirements for POLAUX008 Facilitate public safety awareness activities

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- communicating in a group setting
- communicating with a wide variety of people
- establishing networks
- writing reports

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- relevant information reporting procedures
- jurisdictional policies and procedures relating to reporting
- opportunities for engaging with the community
- identification of leader/stakeholder representatives
- organisational policies relevant to provision of advice

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX009 Represent policing in community engagement activities

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to represent policing in community engagement activities, including developing networks and encouraging community participation.

This unit applies to those working as police liaison officers, operating within a policing environment.

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 information security and codes of conduct.

Those undertaking this unit would work autonomously or under supervision with responsibility for their own functions and outputs. They would undertake complex tasks within established parameters and would develop solutions in predictable contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

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essential outcomes	further information is detailed in the range of conditions section.
1. Present to community groups	1.1 Seek approval to present to community groups. 1.2 Collect information to facilitate community presentation. 1.3 Develop resources for use within presentation. 1.4 Deliver presentation to community groups using appropriate language and presentation. 1.5 Seek feedback on presentation for continuous improvement purposes.
2. Represent the organisation in the community	2.1 Respond to community requests for information or participation. 2.2 Act on opportunities to explain and promote the organisation's activities to encourage community recognition and support. 2.3 Refer non-routine requests for information to an appropriate person.
3. Participate in group discussions and formal meetings	3.1 Provide information to the group to assist in discussions and outcomes. 3.2 Seek input from membership to encourage participation and progress outcomes. 3.3 Identify meeting procedures and community context to ensure that level of formality is appropriate.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

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Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX009 Represent policing in community engagement activities

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- facilitating group discussion and participation

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional policies and procedures relating to engagement with external stakeholders
- available support agencies
- communication pathways and processes
- organisational response options relevant to community needs

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX010 Deliver a simple work-based policing initiative

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to implement policing initiatives, including stakeholder liaison and basic project management.

This unit applies to those working as police liaison officers, operating within a policing environment.

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 information security and codes of conduct.

Those undertaking this unit would work autonomously or under supervision with responsibility for their own functions and outputs. They would undertake defined tasks within established parameters and would develop solutions in predictable contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Identify policing initiative	1.1 Identify need for project from community characteristics. 1.2 Consider options to develop problem oriented initiatives. 1.3 Consult with stakeholders to develop tailored responses. 1.4 Obtain organisational approvals to conduct problem oriented and partnership initiatives.
2. Develop project plan	2.1 Determine timeframes, roles and responsibilities required to facilitate policing initiative. 2.2 Identify financial resources required for implementation of policing initiative. 2.3 Obtain agreement on deliverables and timeframes through liaison with stakeholders. 2.4 Document and record the project plan.
3. Implement project	3.1 Liaise with stakeholders to obtain buy-in for policing initiative. 3.2 Conduct activities outlined in project plan. 3.3 Monitor progress in consultation with stakeholders. 3.4 Report exceptions and changing circumstances to supervisor. 3.5 Adjust project plans in accordance with changing circumstances.
4. Finalise project	4.1 Seek feedback from stakeholders to identify outcomes. 4.2 Review outcomes to determine effectiveness of initiative. 4.3 Identify ongoing requirements to maintain policing initiatives. 4.4 Report outcomes to stakeholders to complete feedback process.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

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Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX010 Deliver a simple work-based policing initiative

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- preparing workplace documents
- communicating with stakeholders
- managing basic work-based initiatives
- identifying issues and underlying causes

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- basic project processes and documentation
- project design methodology
- reporting processes

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX011 Participate in police investigations

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to participate in police investigations, including initial response, exhibit management, interviewing and managing persons of interest.

This unit applies to those working as community policing staff, in metropolitan and/or remote areas.

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 codes of conduct.

Those undertaking this unit would demonstrate autonomy, judgement and limited responsibility in known or changing contexts and within established parameters. They would complete routine and complex tasks in a range of sometimes unpredictable contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Respond to incident scene	1.1 Identify whether investigation of incident is required. 1.2 Identify persons of interest and potential witnesses to support the investigation. 1.3 Conduct search of incident scene to identify potential evidence for collection. 1.4 Provide guidance to junior members on identifying and securing incident scenes and evidence.
2. Collect exhibits	2.1 Consider exhibits to identify whether they should be collected or left undisturbed for further examination. 2.2 Select packaging for exhibits for preservation and contamination prevention. 2.3 Handle exhibits in a manner which minimises contamination and maintains integrity. 2.4 Ensure continuity of evidence to maintain the evidentiary value of exhibits. 2.5 Record details of exhibits for evidentiary purposes.
3. Consider information and evidence related to incident/crime scene	3.1 Assess information and evidence for potential relevance to investigation. 3.2 Identify and gather potential evidence for recording and investigation purposes. 3.3 Review incident to determine whether an offence has occurred.
4. Support interview process	4.1 Identify potential interviewees to facilitate investigation. 4.2 Assess welfare of interviewee to determine fitness for interview. 4.3 Take statements from interviewee to support investigations. 4.4 Participate in offender interview to support judicial process. 4.5 Ensure chronology of information is accurately recorded.
5. Conduct searches	5.1 Determine search options in accordance with legislated police powers. 5.2 Conduct risk assessment to protect safety of self, colleagues and public. 5.3 Plan search according to investigation requirements and resource constraints. 5.4 Conduct searches in a manner that minimises risk to self and organisational reputation.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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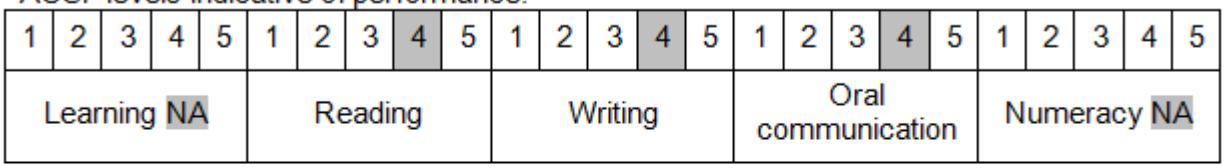
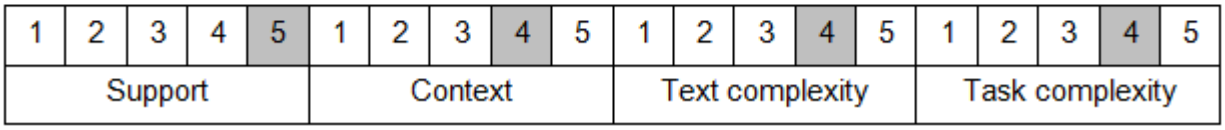
ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX011 Participate in police investigations

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- securing and preserving incident scene and evidence while ensuring the safety of self, colleagues and public
- communicating with internal and external stakeholders
- identifying persons relevant to the investigation, including witnesses, victims and persons of interest
- gathering information and evidence to determine nature of crimes committed
- determining options and facilitating transport of individuals in accordance with jurisdictional policies and procedures

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional policies and procedures relating to exhibit management, including packaging and storage
- jurisdictional legislation, policies and procedures relating to scene establishment and searches of scenes

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX012 Contribute to judicial processes

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to contribute to judicial processes, including engaging with individuals and completing follow up activities.

This unit applies to those working as community policing staff, in metropolitan and/or remote areas.

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 codes of conduct.

Those undertaking this unit would demonstrate autonomy, judgement and limited responsibility within established parameters. They would complete complex tasks in a range of mostly familiar contexts that can sometimes be unpredictable.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Engage with persons involved in judicial process	1.1 Determine roles and responsibilities of persons identified to be involved in the judicial process. 1.2 Provide advice to victims and witnesses in relation to participation in judicial processes. 1.3 Communicate information regarding available support services to victims and witnesses. 1.4 Produce judicial documentation in accordance with timeframes and format requirements.
2. Complete follow up activities	2.1 Facilitate return/disposal of property and exhibits. 2.2 Communicate court results to ensure stakeholders are informed.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX012 Contribute to judicial processes

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- communicating with stakeholders as part of judicial processes
- completing judicial documents that comply with judicial policies and current legislation
- facilitating court processes by providing services to witnesses/victims/offenders

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- Rules of Evidence
- capabilities, powers and authorities of services external to policing
- court and bail procedures and processes
- reporting requirements relating to judicial processes

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX013 Deliver services to local policing area

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to apply local policing area knowledge, including gathering information, assessing the local policing context and engaging with communities.

This unit applies to those working as community policing staff, in metropolitan and/or remote areas.

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 codes of conduct.

Those undertaking this unit would demonstrate autonomy, judgement and limited responsibility within established parameters. They would complete complex tasks in mostly familiar contexts, that can sometimes be unpredictable.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Gather information	1.1 Collect information in an ethical and professional manner. 1.2 Consider credibility and potential bias of sources to inform use of information. 1.3 Communicate information to stakeholders to facilitate analysis.
2. Consider local policing area	2.1 Assess persons or groups of interest to identify potential areas of focus for policing responses. 2.2 Identify trends to determine potential impact on local policing area. 2.3 Access sources of information to inform policing responses. 2.4 Select policing response in accordance with jurisdictional strategies, objectives, initiatives and priorities.
3. Provide professional service	3.1 Identify individual/community profiles and points of diversity to inform policing services. 3.2 Identify police service options to meet individual/community requirements. 3.3 Establish parameters of own role and scope with community for transparency purposes. 3.4 Discuss police service options with members of the community. 3.5 Communicate with individuals/community regarding operational status and matters. 3.6 Seek feedback from community to continuously improve policing service delivery. 3.7 Identify external services available for referral purposes.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

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Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX013 Deliver services to local policing area

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- undertaking consultations with members of community
- managing own time and prioritising tasks
- identifying and recognising the needs and expectations of individuals and community
- identifying cultural diversity issues and challenges
- providing advice regarding support services available to individuals and community
- identifying trends to determine potential impact on local policing area including:
  - crime trends
  - social problems
  - high risk behaviour

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional policies and procedures relating to exhibit management, including packaging and storage
- jurisdictional policies and procedures relating to information management systems, including collection, storage and release of information
- community context and associated characteristics

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX014 Promote engagement in a policing environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to engage with communities in a policing environment, focusing on demonstrating relationship building skills, building consensus among stakeholders and using communication options.

This unit applies to those working as community policing staff, in metropolitan and/or remote areas.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to customer service, codes of ethics and conduct and anti-discrimination.

Those undertaking this unit would demonstrate autonomy, judgement and limited responsibility within established parameters. They would complete routine and non-routine tasks in an unpredictable context.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

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	further information is detailed in the range of conditions section.
1. Engage target audience	1.1 Assess agency information to identify key messages that meet the needs of a community or community group. 1.2 Protect the security of agency, community and individual information with consideration for level of risk and potential impact. 1.3 Apply engagement techniques to inform a specific target audience. 1.4 Communicate key messages in a clear, concise and accurate manner. 1.5 Evaluate engagement options to determine option best suited to a specific community.
2. Build relationships	2.1 Identify key community members and other stakeholders to initiate and facilitate engagement. 2.2 Initiate relationships with community members and other stakeholders to facilitate engagement and improve policing service delivery.
3. Build consensus	3.1 Identify potential conflicts taking into account community and stakeholder needs and perceptions. 3.2 Mediate and negotiate to support collaboration and mutual solving between community and stakeholders.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	**3**	4	5	1	2	3	**4**	5	1	2	**3**	4	5	1	2	3	**4**	5	1	**2**	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	**5**	1	2	3	**4**	5	1	2	3	**4**	5	1	2	3	**4**	5
Support					Context					Text complexity					Task complexity				

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Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX014 Promote engagement in a policing environment

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- building positive relationships with members of communities
- identifying cultural diversity issues and challenges
- identifying the needs and expectations of communities
- demonstrating mediation and negotiation skills to support collaboration and mutual solving between community and stakeholders

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- awareness of cultural, linguistic and religious diversity
- current Commonwealth, state or territory legislation pertaining to discrimination
- external support agencies, their powers and services
- jurisdictional customer service charters, codes of ethics and codes of conduct

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX015 Drive policing vehicles

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLGD014A Drive police vehicles. • Content and formatting updated to comply with the new standards • Unit recoded POL • Title updated • PC 2.5 removed

Application

This unit describes the fundamental skills required to prepare and safely drive police vehicles in an operational environment, including the effective management of hazardous situations and application of tactical driving techniques.

This unit applies to those working within operational policing environments.

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 vehicle management, traffic laws and work health and safety (WHS).

Those undertaking this unit would work independently or under supervision, demonstrating responsibility for own functions and outputs while driving. They would complete routine and non-routine tasks in both familiar and changing contexts.

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

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Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Prepare vehicle for operational driving	1.1 Select vehicle in accordance with operational requirements and terrain. 1.2 Conduct pre-drive check of vehicle, equipment and accessories to ensure availability and operational readiness. 1.3 Conduct checks on start-up to ensure vehicle is safe and drivable. 1.4 Check audible and visual warning systems to ensure operational readiness. 1.5 Complete vehicle and operational response documentation for accountability purposes.
2. Drive vehicle in operational conditions	2.1 Assess traffic flows and environmental conditions to identify route of travel. 2.2 Control vehicles in accordance with manufacturer's specifications, road and traffic conditions. 2.3 Apply risk management strategies during operational driving to maintain safety. 2.4 Apply defensive driving techniques to maintain safe control of vehicle. 2.5 Adapt driving techniques to adjust to changing circumstances.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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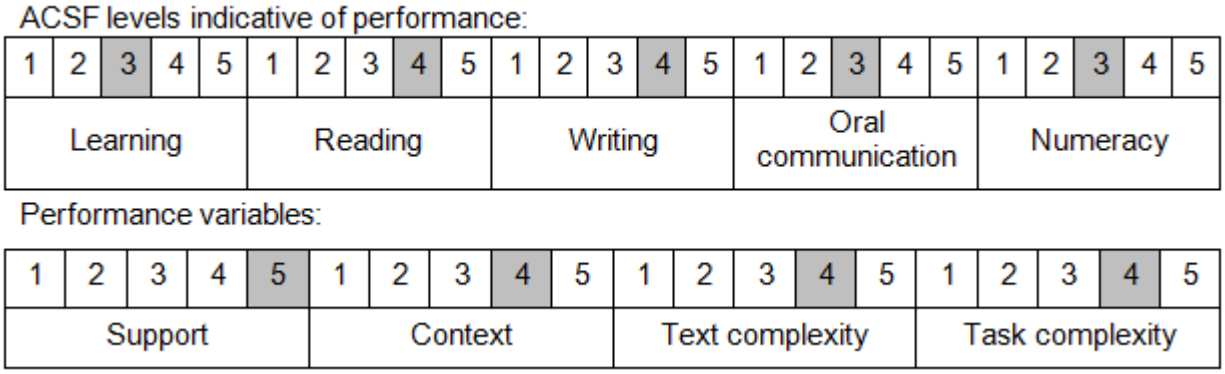

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLGD014A Drive police vehicles.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX015 Drive policing vehicles

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- applying engine power management and safe driving strategies
- applying vehicle handling techniques, including defensive driving
- assessing and managing risk when driving vehicles
- managing personal stress and fatigue when driving vehicles
- performing pre-drive vehicle checks, including audio and visual warning systems
- planning route, navigating roads and reading maps
- using on-board vehicle technology, including audible and visual warning systems
- using police communication systems and processes

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- ancillary vehicle equipment
- police vehicle requirements and regulations
- jurisdictional policies and procedures relating to the use of police vehicles, including audible and visual warning systems
- police vehicle inspection procedures
- traffic legislation, rules and regulations
- causes and effects of fatigue on drivers
- jurisdictional reporting and recording requirements

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- risk assessment strategies

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to practical assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX016 Apply protective service methods

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLGD017A Employ protective service methods. • Content and formatting updated to comply with the new standards • Unit recoded POL • Title updated • All Elements reordered, Elements 2 and 4 reworded • PC 1.4, 1.5, 2.1, 2.4 and 2.8 removed • PC 1.7, 2.2, 2.6, 4.4, 4.4 revised • Element 1 all PC reordered • Two new PC added in Element 2 • New PC added in Element 4 • Element 5 removed

Application

This unit describes the skills required to employ protective service methods, including conducting patrols, searches, access control and arrests and responding to incidents.

This unit applies to those working as protective service officers, operating within a policing environment.

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 powers of protective services officers and use of force.

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Those undertaking this unit would work autonomously or under supervision with responsibility for their own functions and outputs, and may have limited responsibility for organisation of others. They would complete routine and non-routine tasks in dynamic or unknown contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Undertake patrols	1.1 Establish patrol objectives to inform patrol plan. 1.2 Identify potential threats or incidents to develop a response plan. 1.3 Check equipment prior to use to ensure operational readiness. 1.4 Maintain personal security and safety by responding to potential and emerging risks. 1.5 Provide a high visibility presence to reassure the public and deter security breaches. 1.6 Identify potential threats and incidents to enable response.
2. Manage access of persons and vehicles	2.1 Manage access control systems in accordance with assignment instructions. 2.2 Verify identification of persons and vehicles to validate authority to access. 2.3 Manage entry validations of persons and vehicles to monitor entry and egress. 2.4 Identify indications of unauthorised entry to protect integrity of location. 2.5 Communicate with stakeholders to report incidents that infringe or breach assignment instructions.
3. Conduct searches	3.1 Assess situation to identify legal authority to search. 3.2 Apply methodological search processes to maintain safety and locate property, weapons or evidence of offences. 3.3 Manage items located using powers of seizure and retention. 3.4 Document details of search for integrity and accountability

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	purposes.
4. Respond to threats and incidents	4.1 Gather information about the incident through observation and investigation. 4.2 Communicate information about the incident to facilitate response. 4.3 Develop plan for initial response to identify roles and responsibilities of responders. 4.4 Assess incident risks and hazards to maximise safety of self and public. 4.5 Establish assembly points to maximise public safety. 4.6 Exercise command and control to facilitate initial response. 4.7 Monitor incident to identify when further assistance is required. 4.8 Complete post-incident documentation for recording and accountability purposes.
5. Arrest persons	5.1 Identify breaches of the law to prevent offences occurring or continuing. 5.2 Communicate actions to persons detained. 5.3 Manage care and safety of detained persons in accordance with duty of care requirements. 5.4 Conduct handover to facilitate processing of detained person. 5.5 Release persons from custody when criteria that formed the basis for the arrest no longer exist.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

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Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLGD017A Employ protective service methods.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX016 Apply protective service methods

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- maintaining professional presentation
- establishing assembly points to maximise public safety
- evacuating, cordoning and containing areas
- searching persons, property and vehicles to identify prohibited and dangerous items
- applying tactical awareness techniques and strategies
- assessing risk when handling incidents
- communicating effectively to manage incidents and to provide situation reports
- directing and controlling traffic
- verifying and controlling authorised access and egress of persons, vehicles and dispatched goods
- implementing initial response command and control procedures
- using defensive tactics
- identifying provisions of legislative and organisational requirements relevant to assignment instructions
- completing documentation for accountability purposes

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

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- legislation relating to the roles and responsibilities of protective services and police powers
- cordon and containment principles
- critical incident roles and responsibilities
- issues/problems that can arise with persons in custody
- officer safety principles
- potential risks associated with operational protective service roles and responsibilities
- protective service responsibilities contained within the National Counter Terrorism Plan
- search and evacuation procedures
- strategies to optimise safety under a range of operational scenarios
- tactical communication

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to practical assessment for this unit. Refer to advice in the companion volumes.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX017 Escort persons in a protective service environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to prepare for and conduct escorts, including the protection of safety and security of persons in care, principals or those accessing controlled environments.

This unit applies to those working as protective services officers, operating within a policing environment.

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 risk management, powers of protective services officers and work health and safety (WHS).

Those undertaking this unit would demonstrate responsibility for their own functions and outputs during an escort, and may have limited responsibility for organisation of others. They would work independently, in a team, and would complete routine tasks in dynamic or unpredictable contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to demonstrate

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essential outcomes	achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Manage persons in care	1.1 Gather information relating to persons in care to identify transport and assistance requirements. 1.2 Identify potential risks relating to persons in care to maintain safety and security of persons and self. 1.3 Monitor welfare of persons in care to adapt to changing circumstances. 1.4 Communicate information to stakeholders during care situation and handovers.
2. Prepare for escort operation	2.1 Identify legislative provisions to define parameters of escort operation. 2.2 Confirm resource and equipment requirements to ensure safety of persons and self. 2.3 Prepare vehicles and equipment to ensure operational readiness. 2.4 Develop escort plans and duties to ensure safety of persons and self. 2.5 Confirm that route plans, itinerary and timetables ensure the safest and most time-effective movements. 2.6 Communicate escort plan to persons to facilitate escort operations.
3. Conduct escorts	3.1 Monitor safety requirements of persons and self throughout escort operation. 3.2 Communicate with stakeholders throughout escort operations to ensure appropriate flow of information. 3.3 Demonstrate situational awareness throughout escort operations to respond to changing circumstances. 3.4 Assess risks continually to identify when referral is required. 3.5 Adjust escort plans to respond to changing circumstances and maintain security. 3.6 Complete escort documentation for accountability purposes.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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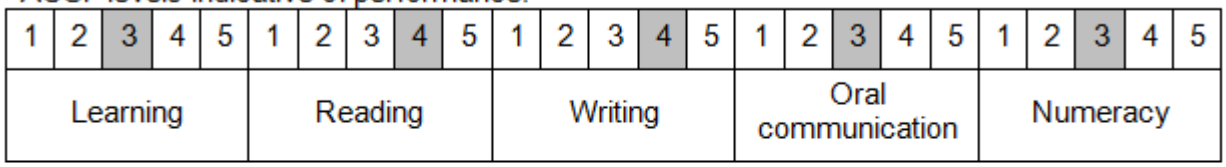
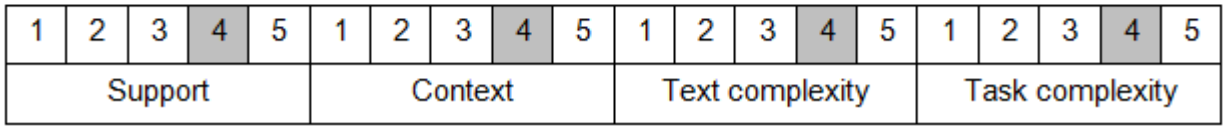
ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX017 Escort persons in a protective service environment

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- adhering to duty of care requirements
- identifying provisions of legislative and organisational requirements relevant to assignment instructions
- providing assistance to persons in care, principals and those accessing controlled environments
- planning handover requirements for escorting persons
- communicating verbally and in writing with stakeholders
- managing security of detained persons
- analysing escort requirements, including plans and itineraries, and adapting the requirements of the plan when required
- using transport and equipment safely and effectively

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- close personal protection methodology
- escort and evasive techniques
- jurisdictional information management systems
- jurisdictional legislation, policies and procedures relating to escorting persons in care and principals
- protocols for dealing with dignitaries
- legal provisions relating to use of force
- limits of own responsibility and authority
- requirements for protecting people with special needs

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- duty of care requirements and custodial practices

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to practical assessment for this unit. Refer to advice in the companion volumes.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLAUX018 Liaise with a culturally specific community

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to identify significant information and to assist in the implementation of departmental strategies for a specific community.

This unit applies to those working as police liaison officers operating within a policing environment.

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 information security and codes of conduct.

Those undertaking this unit would work autonomously or under supervision with responsibility for their own functions and outputs. They would undertake specific tasks within established parameters and would develop solutions in predictable contexts.

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

Competency Field

Auxiliary

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

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	further information is detailed in the range of conditions section.
1. Identify public safety concerns of a culturally specific community	1.1 Consult with community members and organisations to build networks. 1.2 Identify considerations impacting police relations to identify potential solutions. 1.3 Collate information relating to public safety concerns for reporting purposes. 1.4 Report public safety concerns to supervisors.
2. Advise police on cultural factors affecting the success of service strategies	2.1 Explain cultural protocols to stakeholders to enhance organisational understanding. 2.2 Identify communication channels to facilitate consultation with community members and organisations. 2.3 Explain community decision-making practices, including the roles of key groups and organisations. 2.4 Identify potential strategies to achieve service objectives while respecting cultural differences.
3. Advise a culturally specific community on public safety	3.1 Explain police service strategies to community members and organisations to enhance understanding. 3.2 Elicit community suggestions and feedback for reporting purposes.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy NA					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

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Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLAUX018 Liaise with a culturally specific community

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- participating in consultations with a culturally specific community
- adjusting communication style to audience
- facilitating communication between police and community
- using cultural knowledge in interacting with community

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- characteristics of a culturally specific community
- support agencies and services operating in the community
- communication processes and barriers to effective communication

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

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POLCOV003 Plan for intelligence projects

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOL032B Plan intelligence activities. • Content and formatting updated to comply with the new standards • Unit recoded POL • Title updated • Elements 2 and 3 merged • PC 1.6 and 2.2 removed • PC 2.1 and 2.5 revised

Application

This unit describes the skills required to complete planning for police intelligence projects, including establishing project scope and managing the planning process. The planning process includes the assessment of risk of non-completion of the project, or outcomes not being achieved.

This unit applies to those working as intelligence practitioners within the intelligence process in a policing environment.

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 related to planning processes, approvals, and resource management.

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Those undertaking this unit would demonstrate the ability to prioritise and evaluate information for planning purposes. They would be required to apply critical thinking and analytical skills to meet responsibilities and communicate plans to other staff. They would be expected to work both autonomously and within teams as required. They will perform complex tasks and demonstrate ethical and professional policing qualities, displaying adaptability across a broad range of contexts.

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

Competency Field

Covert

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Establish project scope	1.1 Identify intelligence projects in line with jurisdictional priorities. 1.2 Identify clients/stakeholders to facilitate communication and establish ownership of project. 1.3 Formalise communication with clients/stakeholders to develop common understanding. 1.4 Identify client/stakeholder expectations to formulate project objectives and priorities. 1.5 Compare project to workload in order to determine priority, scope, and resource requirements. 1.6 Negotiate timeframes for project in accordance with client/stakeholder requirements. 1.7 Identify potential implications and constraints that may impact upon the project.
2. Develop a project plan	2.1 Identify objectives and key issues to direct and inform intelligence activities. 2.2 Select strategies and methodologies to complete project objectives. 2.3 Identify resources required to achieve project objectives. 2.4 Negotiate with clients/stakeholders for allocation of resources. 2.5 Consider risks to the project in order to identify and select mitigation measures. 2.6 Develop measures to mitigate risk and build resilience in the

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	project. 2.7 Develop information collation strategies to ensure accessibility and retrievability of information. 2.8 Draft project plan for recording, approval and implementation purposes.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	**4**	5	1	2	3	4	**5**	1	2	3	**4**	5	1	2	3	**4**	5	1	2	3	**4**	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	**4**	5	1	2	3	4	**5**	1	2	3	**4**	5	1	2	3	**4**	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOL032B Plan intelligence activities.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLCOV003 Plan for intelligence projects

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- aligning identified projects with organisational priorities and workload
- liaising and negotiating with stakeholders
- identifying scope, priority, time frames and phases, and resources of intelligence project
- identifying financial, human and physical resource requirements and limitations
- developing and recording intelligence plan, including aims/objectives/key issues
- evaluating strategies, methodologies and information collation techniques to best achieve intelligence project objectives
- evaluating and responding to risks

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- Commonwealth, state and territory legislation applicable to intelligence practice, including privacy, freedom of information, security classifications, and the collection of information
- jurisdictional policies, procedures and memoranda of understanding related to the sharing of information, planning processes, resource management, and information sourcing processes
- jurisdictional goals and objectives
- jurisdictional information management systems, including intelligence databases
- information security principles

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLCOV006 Liaise with clients or stakeholders for intelligence purposes

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required for liaising with clients/stakeholders in a policing context to facilitate information and intelligence exchanges within the intelligence process.

This unit applies to those working as intelligence practitioners as part of developing strategic partnerships to support the intelligence process of policing.

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 related to information security, privacy and codes of conduct.

Those undertaking this unit would be expected to work both autonomously and within teams as required. They would be required to apply critical thinking and analytical skills when liaising with stakeholders. They would demonstrate ethical and professional policing qualities, and show adaptability while performing complex tasks across a broad range of contexts.

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

Competency Field

Covert

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Establish networks and relationships	1.1 Develop formal and informal networks to support collaboration between the intelligence community and other stakeholders. 1.2 Develop relationships to support identifiable benefits to the intelligence community. 1.3 Support mutual cooperation through participation in cross-jurisdictional/interagency and other stakeholder activities. 1.4 Consult with clients/stakeholders to support jurisdictional and intelligence objectives.
2. Communicate and interact with other stakeholders	2.1 Provide information to clients/stakeholders to support collaboration. 2.2 Communicate with external agencies in accordance with jurisdictional memoranda of understanding and agreements. 2.3 Collaborate with clients/stakeholders to prevent duplication of effort and improve efficiency and effectiveness for policing and intelligence.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy NA				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

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Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLCOV006 Liaise with clients or stakeholders for intelligence purposes

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying clients/stakeholders with mutual interests relevant to the intelligence process
- communicating with clients/stakeholders
- identifying opportunities for engagement with clients/stakeholders
- disseminating and receiving information, in accordance with information security principles
- identifying areas of duplication of effort with stakeholders

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- capabilities, powers and authorities of services external to policing
- interagency emergency management arrangements
- communication techniques
- jurisdictional policies and procedures related to information security and external engagement

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

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Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLCOV007 Manage intelligence briefings or presentations

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLIN004A Manage classified intelligence briefing or presentation. • Content and formatting updated to comply with the new standards • Unit recoded POL • Title updated • All Elements and PC rewritten with operational outcome of the unit maintained

Application

This unit describes the skills required to plan, manage and review intelligence briefings or presentations within policing.

This unit applies to intelligence practitioners working in the policing environment and responsible for supporting intelligence projects and operations.

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 related to the management of information, the use of information technologies, inter-agency communications and the selection of stakeholder audiences for briefings and presentations.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions about information collection, its management, dissemination and review to a range of relevant intelligence stakeholders with different levels of authority. They would complete complex tasks in a broad range of contexts.

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

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Competency Field

Covert

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Plan delivery of intelligence briefings/ presentations	1.1 Prepare delivery of intelligence briefings/presentations in accordance with the communication requirements of the intelligence project. 1.2 Determine security level of information to inform delivery of briefings/presentations. 1.3 Identify stakeholders to attend the briefings/presentations. 1.4 Design briefings/presentations plan to coordinate the dissemination of information to stakeholders.
2. Produce intelligence briefings/presentations	2.1 Identify key information, considerations and/or recommendations from complex intelligence products to inform content of briefings/presentations. 2.2 Develop reasoned and logical arguments to support understanding of key information, considerations and/or recommendations. 2.3 Organise information in a logical and sequential format for stakeholder analysis and review. 2.4 Use tools and techniques to further understand key intelligence information, considerations and/or recommendations. 2.5 Provide security for intelligence products to protect source of information.
3. Organise intelligence briefings/ presentations	3.1 Coordinate arrangements and resources to deliver briefings/presentations. 3.2 Confirm that participants comply with security protocols to protect intelligence product integrity. 3.3 Distribute resources and documents for briefings/presentations in accordance with security protocols. 3.4 Deliver briefings/presentations.
4. Review intelligence briefings/	4.1 Seek stakeholders' evaluation of briefings/presentations to determine understanding of key information, considerations and/or recommendations.

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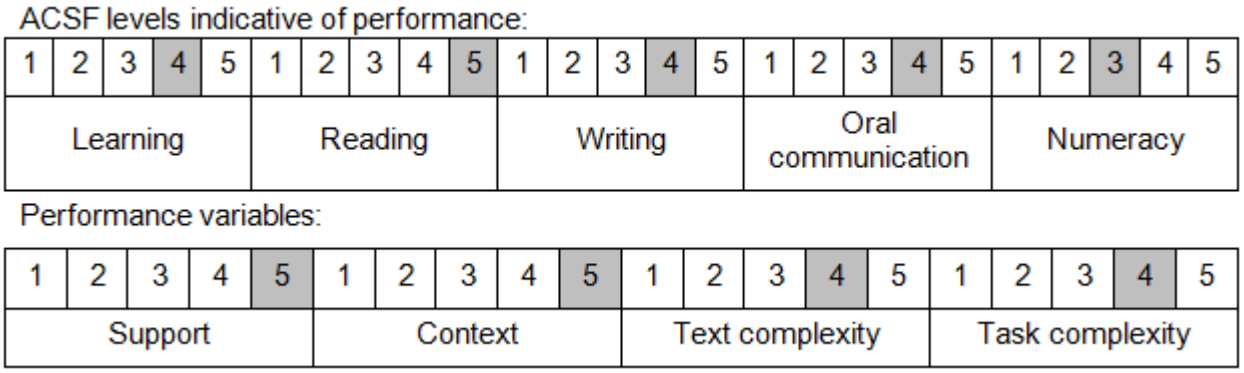
presentations	4.2 Record stakeholder evaluations of briefings/presentations for subsequent review. 4.3 Conduct a review of stakeholder evaluations of briefings/presentations to inform continuous improvement processes. 4.4 Address evaluation feedback by revising original briefings/presentations resources and documents.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLIN004A Manage classified intelligence briefing or presentation.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLCOV007 Manage intelligence briefings or presentations

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- collating information from multiple intelligence products or sources
- analysing collated information for key content messages, themes or findings
- organising key information into concise, logical, sequential and reasoned format
- identifying stakeholders with an interest in briefings/presentations content
- employing information technologies to enhance design of briefings/presentations
- planning security compliance measures required of intelligence products
- designing intelligence briefings/presentations for multiple stakeholders' participation
- arranging for stakeholder engagement in briefings/presentations
- co-ordinating arrangements for delivery of briefings/presentations
- delivering briefings/presentations to selected stakeholders
- obtaining participants' evaluations of effectiveness of briefings/presentations
- demonstrating learning benefits from review of participants' evaluations of briefings/presentations
- presenting and questioning to convey, clarify and confirm understanding of essential information

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- communication principles and concepts as applied to briefing/presentation contexts

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- information security protocols and management procedures
- motivation and learning engagement theory applied to multiple stakeholders
- information technologies as communication tools for effective briefing/presentation
- evaluation methodology for gathering stakeholder views of briefing/presentation
- intelligence products and related processes and procedures
- stakeholder identification concepts and techniques
- preparation of reasoned, logical and sequential arguments to diverse audiences

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLCOV008 Provide intelligence support to policing responses

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLIN005A Provide intelligence support to an operational response. • Content and formatting updated to comply with the new standards • Unit recoded POL • Title updated • All Elements and PC rewritten with operational outcome of the unit maintained

Application

This unit describes the skills required to plan intelligence support, to manage information and intelligence process, and to provide assistance to policing responses.

This unit applies to intelligence practitioners working in a policing environment required to support strategic, tactical and operational contexts by providing reliable advice to the policing decision makers.

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 related to the management and classification of intelligence information, provision of support and review of intelligence responses.

Those undertaking this role would demonstrate high level analytical, problem solving, communication, planning, decision-making and information management skills. They may or may not have responsibility for directly supervising others, and would complete complex tasks independently, in a broad range of contexts.

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

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Competency Field

Covert

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Plan intelligence support for a response	1.1 Identify intelligence requirements for response purposes. 1.2 Develop objectives of intelligence support to guide response. 1.3 Determine intelligence processes required to achieve objectives. 1.4 Identify partner agencies/stakeholders applicable to the response in order to support collaboration. 1.5 Identify communication channels with stakeholders to facilitate the provision of support. 1.6 Negotiate timelines with stakeholders for reporting purposes. 1.7 Document intelligence support plan to provide rationale for resource use.
2. Manage information	2.1 Collect information in accordance with intelligence support objectives. 2.2 Collate information to meet multiple stakeholders' requirements. 2.3 Review information to determine its relevance to response context. 2.4 Disseminate information in accordance with information security requirements.
3. Develop intelligence	3.1 Evaluate collated information to determine validity and reliability. 3.2 Analyse information to develop inferences and insights. 3.3 Identify gaps in intelligence to guide further information collection. 3.4 Select products to provide timely and reliable intelligence. 3.5 Draft intelligence products to support defined response requirements. 3.6 Assess new information against support objectives to establish intelligence relevance.
4. Provide intelligence support	4.1 Organise intelligence products into logical and sequential formats. 4.2 Determine currency and usefulness of intelligence support

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	measures through stakeholder evaluation. 4.3 Adjust intelligence support response to accommodate changing circumstances and requirements. 4.4 Revise intelligence products to accommodate changing circumstances and requirements. 4.5 Collaborate with stakeholders to improve the quality of intelligence support.
5. Review intelligence support responses	5.1 Seek evaluations from stakeholders to assist review of intelligence support responses. 5.2 Document intelligence support evaluations to inform future analysis and reviews. 5.3 Assess feedback for continuous improvement opportunities. 5.4 Contribute to debriefs and post response evaluations to identify continuous improvement opportunities.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	**4**	5	1	2	3	4	**5**	1	2	3	**4**	5	1	2	3	4	**5**	1	2	**3**	4	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	**4**	5	1	2	3	4	**5**	1	2	3	**4**	5	1	2	3	**4**	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLIN005A Provide intelligence support to an operational response.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLCOV008 Provide intelligence support to policing responses

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- planning intelligence support responses
- identifying key personnel/stakeholders relying on support from intelligence sources
- collecting information to develop intelligence products and review their effectiveness
- analysing information for intelligence support responses
- creating intelligence response support plans to meet needs
- communicating and liaising with multiple stakeholders, including external agencies, to provide optimal intelligence support
- deciding which intelligence support matches predefined context and stakeholder needs
- reviewing support to identify and accommodate changes in intelligence needs
- negotiating and documenting intelligence support timelines and reporting arrangements
- delivering an intelligence briefing/presentation to key operational personnel/stakeholders
- evaluating intelligence support responses for continuous improvement opportunities
- reporting findings and results to personnel
- entering findings and results into management systems
- working collaboratively with other partner agencies, key personnel and stakeholders

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- information collection, analysis and interpretation research methods

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- jurisdictional communication policies, methods, tools and techniques
- jurisdictional information technologies and their application to intelligence situations
- jurisdictional response policies and procedures
- design and development of intelligence products
- change management within organisational contexts
- stakeholder needs analysis
- information security protocols and classifications
- risk assessment concepts and techniques

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLCOV010 Manage threat and risk in a policing environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLMG003A Manage risk in a policing environment. • Content and formatting updated to comply with the new standards • Unit recoded POL • Title updated • Element 3 wording revised • New PC added in Elements 3, 4 and 5

Application

This unit describes the skills required to manage risk in a policing environment, including identifying risk, determining vulnerability, developing and documenting risk management strategies, implementing and monitoring risk prevention strategies.

This unit would be implemented throughout all stages of the risk management cycle and models within a policing environment, including responses to work health and safety (WHS), risks to the organisation's reputation, and risks to the completion of intelligence projects. Within policing jurisdictions, the terms used to refer to this process differ and may include 'threat assessments' in place of 'risk assessments'.

This unit applies to police staff who identify and describe risks in consultation with stakeholders, analyse and evaluate such risks to identify appropriate prevention strategies and monitor implemented strategies to provide progress reports to stakeholders.

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 associated with risk management.

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Those undertaking this unit would demonstrate strong autonomy in the course of performing complex tasks in a broad range of contexts.

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

Competency Field

Covert

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Identify threats and risks	1.1 Identify threats and risks for mitigation purposes. 1.2 Consult with stakeholders during the identification process to build engagement.
2. Analyse and evaluate risk and determine vulnerability	2.1 Determine the nature of threats and risks to support selection of mitigation measures. 2.2 Record levels of threat and risk for monitoring and accountability purposes. 2.3 Determine threat and risk evaluation criteria based on legal, technical, financial, political, social considerations and best practice principles. 2.4 Compare threats and risks against evaluation criteria to determine degree of vulnerability.
3. Assess risk management strategies	3.1 Review existing risk management strategies to understand sufficiency and validity of current practices. 3.2 Identify strategies through researching current good practice, alternative options and expert opinion. 3.3 Evaluate strategies to identify their limitations and impact on stakeholders. 3.4 Communicate limitations and impact of strategies to stakeholders.
4. Design and document risk management strategies	4.1 Develop risk management strategies from prior research to support risk management planning. 4.2 Provide risk management strategies in a documented format to ensure accountability. 4.3 Submit risk management strategies through approval processes.

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5. Implement and monitor risk prevention strategies	5.1 Apply risk prevention strategies to protect safety and well-being of stakeholders. 5.2 Track risk prevention strategies continually to ensure effective and sustainable implementation. 5.3 Communicate risk prevention strategies and activities to stakeholders. 5.4 Provide progress reports to achieve and maintain stakeholder engagement and support.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	**4**	5	1	2	3	**4**	5	1	2	3	**4**	5	1	2	3	**4**	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA					

Performance variables:

1	2	3	4	**5**	1	2	3	4	**5**	1	2	3	**4**	5	1	2	3	**4**	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLMG003A Manage risk in a policing environment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLCOV010 Manage threat and risk in a policing environment

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying sources of risk in policing contexts
- defining risk management issues and limitations
- identifying relevant stakeholders with an interest in risk management
- demonstrating research methods to inform risk management strategy design
- developing risk management strategies for implementation
- identifying potential problems with implementation of risk management strategies
- applying risk analysis techniques to identify degrees of vulnerability
- communicating effectively (orally and in writing) to inform relevant stakeholders
- evaluating and prioritising risks to develop prevention strategies
- documenting research and risk management strategies
- implementing risk management strategies
- monitoring impact of risk management strategies
- applying risk prevention measures to mitigate risks

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- risk management cycle in a policing environment
- risk management concepts, principles and strategies
- jurisdictional strategic planning processes and techniques

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- analytical methods for assessing risk
- research methods for managing risk and vulnerability
- principles of best practice in risk management
- jurisdictional communication methodology
- jurisdictional reporting and recording processes for tracking risk management strategies
- decision making and prioritisation techniques

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

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POLCOV015 Manage stress in a covert environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to manage personal stress and support others when working in a covert environment.

This unit applies to those working as police officers involved in covert environments. Individuals may be tasked additional responsibilities by their jurisdiction.

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 related to work health and safety (WHS).

Those undertaking this unit would work both autonomously and within teams as required. They would be required to apply critical thinking and analytical skills to effectively engage with human sources. The individual would demonstrate ethical and professional policing qualities while performing complex tasks and show adaptability across a broad range of contexts.

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

Competency Field

Covert

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Assess personal stress in a covert environment	1.1 Identify potential sources of stress for the development of mitigation strategies. 1.2 Identify warning flags of personal stress to implement mitigation strategies. 1.3 Liaise with stakeholders to develop mitigation strategies. 1.4 Implement mitigation strategies to minimise personal stress. 1.5 Monitor personal stress levels to evaluate the effectiveness of personal stress management plan and adjust as required.
2. Provide support to team members	2.1 Monitor behaviour of team members to identify signs of stress. 2.2 Communicate with team members to debrief and encourage management of personnel stress. 2.3 Identify support networks and resources to respond to welfare considerations.
3. Manage personal stress	3.1 Monitor own level of stress to identify factors affecting stress level. 3.2 Seek support from team members to assist in managing factors affecting stress level. 3.3 Identify own requirements for support networks and resources to assist in managing own stress.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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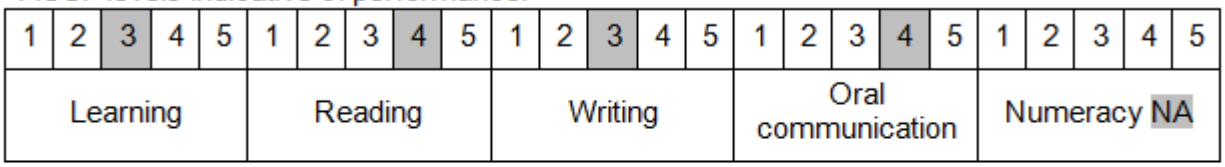
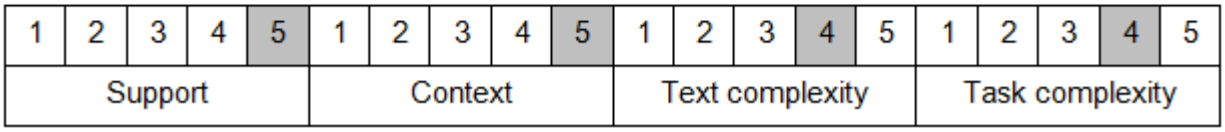
ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

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Assessment Requirements for POLCOV015 Manage stress in a covert environment

Modification History

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Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- assessing impacts that cause stress in a covert environment
- identifying influences that cause personal stress
- developing strategies to mitigate stress in a covert environment
- communicating and liaising with team members and stakeholders
- developing support networks

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- mitigation techniques and strategies to respond to workplace stress
- information gathering, sharing and analysis techniques
- information privacy
- team dynamics
- jurisdictional support resources
- jurisdictional legislation policies and procedures relating to work health and safety
- psychological influences that may cause stress

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

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Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

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POLCOV035 Prepare and present evidence

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAESU005B Prepare and present evidence. • Content and formatting updated to comply with the new standards • Unit recoded POL • Elements 1 and 3 wording revised • Three new PC added to Element 1 • Element 3 all PC reordered • PC 3.2 and 3.3 merged • New PC added to Element 3 • Element 4 removed

Application

This unit describes the skills required to generate records for evidentiary purposes and to participate in judicial proceedings, including claiming exemptions from the provision of information.

This unit applies to those working as police officers involved in covert environments. Individuals may be tasked additional responsibilities by their jurisdiction.

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 related to work health and safety (WHS).

Those undertaking this unit would work both autonomously and within teams as required. They would be required to apply critical thinking and analysis skills to effectively prepare and present evidence. They would show adaptability and demonstrate ethical and professional policing qualities while performing complex tasks in a broad range of contexts.

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

Competency Field

Covert

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Prepare documentation for judicial proceedings	1.1 Develop statements detailing own participation in operation. 1.2 Identify whether content of statements is relevant to judicial proceedings and is admissible as evidence. 1.3 Compile documentation for submission to judicial proceedings. 1.4 Maintain records that comply with requirements pertaining to the admissibility of evidence in a judicial proceeding.
2. Give evidence in a judicial setting	2.1 Comply with rules of evidence in testimony to support admissibility. 2.2 Comply with jurisdictional court procedures to support judicial outcomes. 2.3 Present evidence in a clear, concise and articulate manner.
3. Claim public interest immunity	3.1 Identify situations that fall within the ambit of public interest immunity to mitigate risks. 3.2 Advise judicial stakeholders prior to the commencement of proceedings of aspects that may be subject to public interest immunity argument. 3.3 Communicate intention to claim public interest immunity within judicial proceedings.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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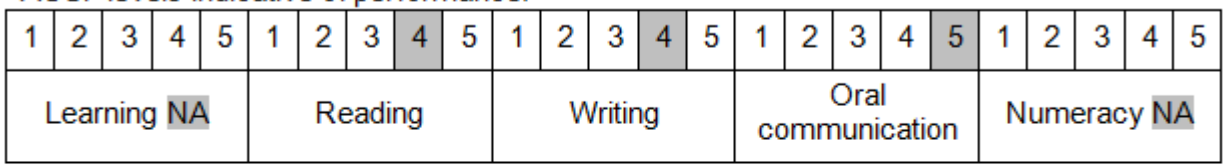
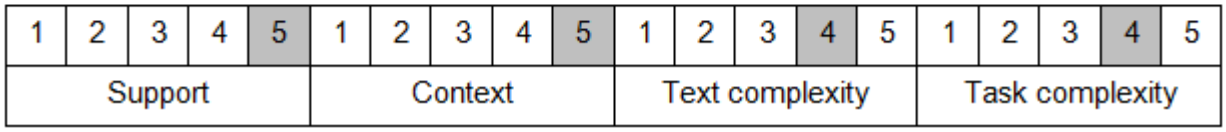
ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAESU005B Prepare and present evidence.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLCOV035 Prepare and present evidence

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- presenting evidence in court
- compiling and submitting court documentation
- maintaining continuity of evidence
- conducting a claim for privilege
- managing evidence for presentation to court proceedings

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional legislation, policies and procedures relating to evidence collection and presentation
- judicial policies and procedures
- information privacy and security
- rules of evidence
- public interest immunity
- policies and procedures relating to claims for privilege
- presentation of products in court

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLFOR001 Apply specialised forensic science techniques

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOL806 Apply specialised forensic science techniques. • Content and formatting updated to comply with new standards • Unit recoded POL • New PC added to Element 2 and 3 • Three new PC added to Element 5 • PC 2.1, 2.5 and 3.3 revised • PC 2.2 and 2.3 merged • PC 6.4 and 6.5 merged • PC 4.4, 4.5, 4.6 and 4.7 removed

Application

This unit describes the skills required to apply specialised forensic techniques within crime scene investigations. This includes identifying, enhancing, recording and analysing evidence.

This unit applies to specialist police staff as part of the forensic investigation of crime or incident scenes.

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 related to continuity of evidence, forensic information management, work health and safety (WHS) and quality management.

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Those undertaking this unit would be required to work autonomously and as part of a team. They would demonstrate the ability to critically analyse and evaluate crime scene related evidence to develop and test hypotheses. They would demonstrate knowledge of sciences as they apply to crime scene investigation. They would perform sophisticated tasks requiring strong adaptability across a broad range of unpredictable contexts.

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

Competency Field

Forensics

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Assess biological and non-biological evidence	1.1 Identify physical characteristics of biological evidence materials to determine their evidentiary value. 1.2 Identify physical characteristics of non-biological evidence materials to determine their evidentiary value.
2. Apply presumptive/confirmatory testing and enhancement techniques	2.1 Select advanced forensic techniques for the examination of trace/gross biological and non-biological evidence material. 2.2 Identify presumptive and/or confirmatory tests to determine sequence of forensic processing. 2.3 Conduct field based presumptive and/or confirmatory tests to determine the evidentiary value. 2.4 Select enhancement techniques and their sequence to maximise evidentiary value. 2.5 Conduct enhancement techniques to assist in location, recording, collection and interpretation of physical evidence.
3. Perform comparative analyses of physical evidence	3.1 Identify options for comparative analysis technique/s to maximise evidentiary value. 3.2 Select comparative analysis technique/s to maximise evidentiary value. 3.3 Conduct comparative analysis examinations to establish an opinion on inclusion/exclusion or insufficiency. 3.4 Verify examination results to substantiate the opinion on individualisation, inclusion/exclusion or insufficiency. 3.5 Record examination and results to substantiate the opinion.

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4. Record examinations using forensic photography	4.1 Assess crime/incident scene to select photographic technique/s. 4.2 Apply photographic techniques in a methodical and sequential manner to record scene/incident/evidence. 4.3 Apply light theory to determine techniques for photographic recording of evidence. 4.4 Manage continuity of photographic images used for specialist examinations.
5. Examine evidence found on/associated with a human body	5.1 Assess human body to locate evidence. 5.2 Select enhancement techniques and their sequence to locate, record and collect evidence. 5.3 Apply forensic techniques to record and collect evidence from human body. 5.4 Interpret the nature of wounds/injuries to inform the investigation. 5.5 Interpret characteristics of human body associated with death to inform the investigation. 5.6 Compare available information with examination of human body to verify or disprove information.
6. Evaluate results of scientific examinations	6.1 Review examination results for reliability and justification. 6.2 Evaluate significance of the evidence to form a conclusion or opinion within the context of the investigation. 6.3 Gather further information on evidence to validate conclusions/opinions. 6.4 Collate information related to the forensic investigation for reporting purposes.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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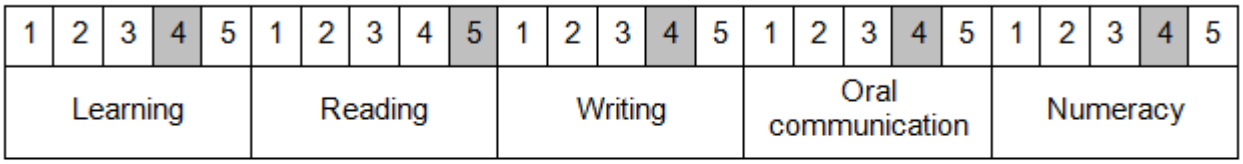
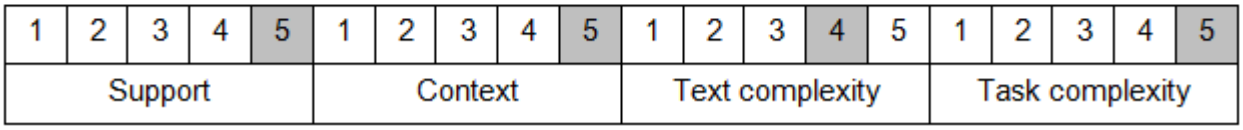
ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOL806 Apply specialised forensic science techniques.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLFOR001 Apply specialised forensic science techniques

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- assessing characteristics of biological and non-biological evidence
- identifying and applying advanced forensic techniques to examine evidence
- determining sequence of examinations
- identifying and applying enhancement techniques
- performing comparative analyses through the application of advanced forensic techniques
- recording information
- applying scientific methodology to support forensic analyses, logical thinking and problem solving within a crime/incident scene investigation
- demonstrating forensic photographic techniques to record results, including exposure, lighting, viewpoints and composition
- recording results in complex photographic situations, including macro, highly reflective or curved surfaces, low contrast and large scale low light circumstances, and multi-colour/multi contrast instances
- managing continuity of evidence
- using specialised forensic technology and equipment
- identifying, enhancing, recording, collecting and analysing evidence using various techniques
- gathering and collating information
- interpreting and evaluating information and opinions to inform the investigation

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Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional coronial and criminal legislation related to forensic investigation
- jurisdictional information management systems
- jurisdictional policies and procedures related to forensic investigations, including quality management systems, occupational/workplace health and safety, forensic photography and expert evidence
- fundamental principles of physics and how they are applied within a forensic environment (including mechanics and motion, forces, trajectory, electricity)
- fundamental principles of mathematics and how they are applied/calculated within a forensic environment (including trigonometry, triangulation)
- fundamental principles of chemistry (including behaviour of acids and bases, catalytic reactions)
- fundamental principles of biology (including molecular biology, cell structure function and replication, serology)
- human anatomy and physiology (including terminology, structural organisation, body systems, death processes and indicators)
- scientific methodology
- five stages of Disaster Victim Identification
- principles and definitions of comparative analysis (including pattern recognition, class and individual characteristics)
- advanced forensic techniques (including optical, physical and chemical enhancement)
- supporting scientific principles and operating principles of specialised forensic techniques
- limitations and sensitivity of presumptive/confirmatory tests
- illumination techniques (including visible, polarising, bright and dark field techniques)
- post-mortem medical process and procedures

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

This unit has been identified by industry as suitable for holistic assessment. Refer to advice in the Assessment Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

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POLFOR002 Conduct complex forensic crime and incident scene investigations

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOL807 Conduct serious forensic crime and incident scene investigation. • Content and formatting updated to comply with new standards • Unit recoded POL • Title updated • Elements 1, 2 and 3 reworded. • Element 1 all PC reordered • New PC added to Element 2 • Two new PC added to Element 4 • PC 1.2, 1.3, 1.4, 1.5, 2.6 and 2.8 revised • PC 2.1 and 4.3 removed

Application

This unit describes the skills required to perform a detailed investigation of complex crime/incident scenes. This will include planning for and managing complex crime/incident scene investigations, examining evidence and reviewing the examination.

This unit applies to specialist police staff as part of the forensic investigation of complex crime or incident scenes.

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 related to quality management, forensic investigations, and work health and safety (WHS).

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Those undertaking this unit would be required to work autonomously and as part of a team. They would demonstrate the ability to critically analyse and evaluate crime scene related evidence to develop and test hypotheses. They would demonstrate knowledge of sciences as they apply to crime scene investigation while performing sophisticated tasks across a broad range of unpredictable contexts.

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

Competency Field

Forensics

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Develop plan for complex crime/incident scene investigation	1.1 Establish type and nature of incident to determine the methodology and resource requirements. 1.2 Conduct an initial assessment of the incident to identify potential risks. 1.3 Assess the incident to determine what additional services may be required to progress the investigation. 1.4 Assess the forensic investigation plan continually to adjust to developments within the incident scene and/or new information. 1.5 Analyse information to develop a forensic investigation plan.
2. Manage complex crime/incident scene investigation	2.1 Conduct an initial assessment of scene/s to prioritise the order of examination and collection of evidence. 2.2 Perform a methodical search to identify and locate physical evidence. 2.3 Determine the sequencing of evidence collection and the use of resources to maximise evidentiary value. 2.4 Apply evidence collection techniques and sequencing to preserve evidence and prevent contamination. 2.5 Evaluate the evidence collection techniques to identify whether further evidence collection is required. 2.6 Interpret physical evidence and available information in order to develop a hypothesis. 2.7 Perform reconstructions and/or testing regimes to test hypothesis. 2.8 Negotiate stakeholder requirements throughout the forensic

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	investigation. 2.9 Assess the incident continually to identify and manage potential risks.
3. Apply specialist forensic techniques	3.1 Assess evidence to determine whether specialist forensic techniques and evidence enhancement methods are required. 3.2 Select recording methods to maximise evidentiary value. 3.3 Record characteristics of evidence for further specialist analysis. 3.4 Select collection and preservation techniques to protect evidence and prevent loss or cross contamination. 3.5 Apply evidence enhancement methods to maximise evidentiary value. 3.6 Facilitate the analysis of evidence by specialists for interpretation/identification purposes.
4. Review examination critically	4.1 Summarise information gathered during the forensic investigation to develop initial interpretations. 4.2 Assess the outcomes of the forensic investigation to reach a conclusion for recording and reporting purposes. 4.3 Analyse the outcomes of the examination to inform the current investigation. 4.4 Review forensic investigation and outcomes of examination to determine whether investigative needs have been met. 4.5 Liaise with stakeholders to determine whether further forensic investigation is required.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

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Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOL807 Conduct serious forensic crime and incident scene investigation.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLFOR002 Conduct complex forensic crime and incident scene investigations

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- analysing information to establish type of incident, resources required, and risks
- locating and identifying evidence, using evidence collection techniques
- interpreting, developing and testing hypotheses
- liaising with internal and external agencies, services and specialists
- identifying the need for, and facilitating, specialist forensic analysis of evidence
- recording, collecting and preserving evidence
- applying specialised forensic technology when investigating complex scene/incidents, including reconstructions, enhancement techniques and testing
- applying scientific principles to interpret information
- communicating with diverse stakeholders and interpreting complex concepts for diverse audiences
- applying scientific methodology to support forensic analyses, logical thinking and problem solving within a crime/incident scene investigation
- evaluating and reviewing examinations and their results

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional policies and procedures that relate to multi-agency operations, quality management systems, and forensic investigations

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- jurisdictional standards related to forensic science and investigations
- jurisdictional legislation related to Coroners Acts, Police Acts and regulations, forensic procedures and Criminal Investigation Acts
- application and limitations of forensic investigative techniques used when investigating complex crimes/incidents
- court procedures, evidentiary requirements and their influence on forensic investigations knowledge of specialist forensic disciplines, the type of examinations they conduct and their requirements

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLFOR003 Coordinate multi-discipline forensic investigation

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOL808 Coordinate multi-discipline forensic investigations. • Content and formatting updated to comply with new standards • Unit recoded POL • Title updated • PC 1.6, 2.1, 2.2, 2.4, 3.2 and 3.4 revised • Two new PC added in Element 2 • PC in Element 3 reordered

Application

This unit describes the skills required to coordinate complex forensic investigations involving forensic personnel from multiple disciplines. This will include planning for multi-discipline forensic investigations, coordinating resources and personnel, and reviewing the forensic investigations. These disciplines may include internal and external agencies, external analytical laboratories and national/international organisations.

This unit applies to specialist police staff as part of the forensic investigation of complex investigations which necessitate the involvement of multiple disciplines.

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 related to quality management, case management systems, forensic investigations and work health and safety (WHS).

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Those undertaking this unit would be required to work autonomously and lead a team. They would demonstrate the ability to critically analyse the requirements of forensic investigations to plan and coordinate resources. They would demonstrate knowledge of sciences as they apply to crime scene investigation while performing sophisticated tasks across a broad range of unpredictable contexts.

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

Competency Field

Forensics

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Plan a multi-discipline forensic scene investigation	1.1 Assess types of evidence and the nature of the scene/incident to determine need for a multi-discipline investigation. 1.2 Conduct a preliminary assessment to identify information necessary for the development of the forensic investigation plan. 1.3 Assess information to identify nature of situation, objectives, options for multi-discipline response, and prioritisation and sequencing of examinations. 1.4 Evaluate options for multi-discipline response to select and record a course of action. 1.5 Identify forensic disciplines required for the investigation to determine the scope of their involvement in the response. 1.6 Assess risks to the integrity of forensic investigation, and safety and welfare of personnel in order to develop mitigation.
2. Coordinate resources of a multi-discipline forensic scene investigation	2.1 Identify resource requirements from each discipline to facilitate multi-discipline response. 2.2 Negotiate with stakeholders to allocate resources and action plan taskings to areas and/or personnel. 2.3 Deploy resources to conduct action plan taskings. 2.4 Monitor resource usage to maximise use of resources and investigation outcomes. 2.5 Establish records to substantiate critical decisions and for reporting purposes. 2.6 Monitor forensic scene investigation to ensure welfare and safety

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	of individuals. 2.7 Liaise with stakeholders for reporting and briefing purposes. 2.8 Assess the multi-disciplinary investigation continually to adjust the action plan accordingly.
3. Review a multi-discipline forensic scene investigation	3.1 Evaluate completed tasks to determine whether the forensic objectives of the action plan and investigation have been met. 3.2 Liaise with team to identify incomplete and/or additional tasks for actioning. 3.3 Analyse preliminary results of the forensic investigation for information and reporting purposes. 3.4 Communicate scene/preliminary results for hand-over purposes. 3.5 Facilitate assessment of the welfare of the team for actioning and referral purposes.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	**4**	5	1	2	3	4	**5**	1	2	3	4	**5**	1	2	3	4	**5**	1	2	3	**4**	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	**5**	1	2	3	4	**5**	1	2	3	4	**5**	1	2	3	4	**5**
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOL808 Coordinate multi-discipline forensic investigations.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLFOR003 Coordinate multi-discipline forensic investigation

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- assessing information to scope multi-discipline investigation and develop an investigation plan
- conducting risk assessments which include considerations of evidence, people, work health and safety, the integrity of the investigation, and the environment
- undertaking planning activities to achieve forensic investigative outcomes
- acquiring, monitoring and deploying resources
- recording information using jurisdictional information management systems
- leading a team and managing personnel in a multi-discipline investigation
- communicating with stakeholders
- applying time management principles and prioritising examination process and workloads
- managing the safety, security, correct use and storage of resources (including equipment from other agencies)
- solving complex problems related to resource availability and competing priorities
- recording critical decisions
- evaluating information for the forensic investigation

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

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- jurisdictional policies and procedures related to crime scene investigation, occupational/work health and safety, case management systems, human resources, forensic investigations and multi-agency investigations
- roles and responsibilities of other disciplines, agencies and organisations related to multi-discipline complex investigations
- available financial, human and physical resources
- security classifications and access to levels of information
- risk assessment and management theory and practices
- cross jurisdictional legislation which impacts upon the conduct of investigations
- duty of care and workplace safety responsibilities
- specialist assistance available to assist with forensic investigations

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLFOR004 Develop forensic crime scene expertise

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOL809 Develop forensic crime scene expertise. • Content and formatting updated to comply with new standards • Unit recoded POL • New Element added • PC in Elements 1 and 2 reordered • New PC added to Element 1 • PC 1.10 revised • PC 2.9 removed

Application

This unit describes the skills required to develop expertise in forensic crime scene investigation. This will include conducting applied research, presenting expert evidence, conducting peer reviews, and maintaining discipline expertise.

This unit applies to specialist police staff as part of their involvement in the forensic crime scene investigation discipline.

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 related to quality management, case management systems, forensic investigations and work health and safety (WHS).

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Those undertaking this unit would be required to work autonomously and as part of a team. They would demonstrate the ability to manage a research project, conduct peer reviews, and provide expert evidence. They would demonstrate knowledge of sciences as they apply to crime scene investigation while performing sophisticated tasks across a broad range of unpredictable contexts.

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

Competency Field

Forensics

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Conduct applied research	1.1 Develop hypothesis to guide research proposal. 1.2 Conduct a literature review using various search techniques. 1.3 Justify the research proposal in relation to the forensic discipline supported by the jurisdiction. 1.4 Analyse research methodology in terms of suitability and potential limitations. 1.5 Evaluate advantages and disadvantages of data/information collection techniques. 1.6 Identify factors that may impact on reliability and validity of the results to protect the integrity of the research project. 1.7 Identify resources for the research taking into consideration cost, availability and access. 1.8 Identify alternative resources or methodologies to ensure that the scope of the research project is met. 1.9 Evaluate hypothesis against the analysis findings and legal and ethical considerations. 1.10 Review data and research findings for accuracy and compliance with legal requirements. 1.11 Report research findings to inform broader forensic community.
2. Form an expert opinion	2.1 Evaluate information relevant to the investigation critically to form an expert opinion. 2.2 Develop alternative hypotheses to test the expert opinion. 2.3 Test hypotheses against information using scientific

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	methodology. 2.4 Identify the most likely hypothesis to form a basis for the opinion. 2.5 Acknowledge limitations of the information/evidence when providing an expert opinion. 2.6 Identify assumptions and factual premises on which evidence is based to support the expert opinion. 2.7 Assess the expert opinion to determine whether it withstands scrutiny. 2.8 Justify opinions by explaining the process of reasoning.
3. Present expert opinion	3.1 Validate expert opinion using peer review. 3.2 Report expert opinion to inform investigation. 3.3 Prepare demonstrative tools to assist provision of expert evidence. 3.4 Deliver expert opinion to aid judicial enquiry process. 3.5 Review expert opinion and delivery to identify future improvements.
4. Undertake peer case work review	4.1 Review case work within a quality management system to validate results. 4.2 Review information in a case file to determine quality, accuracy and completeness. 4.3 Form an independent opinion from reviewed information in isolation from the case file opinion. 4.4 Compare the independent opinion with the case findings for verification purposes. 4.5 Communicate feedback to the original author of the case file.
5. Evaluate scientific literature and research findings critically	5.1 Identify sources of contemporary information that may be relevant to forensic investigations. 5.2 Evaluate contemporary information to determine potential applicability and suitability within forensic investigations. 5.3 Develop recommendations on better practice based on contemporary research and literature.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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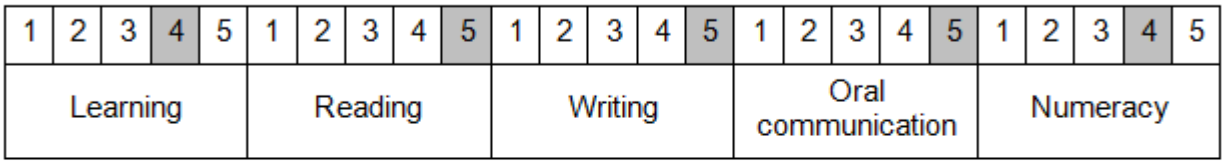
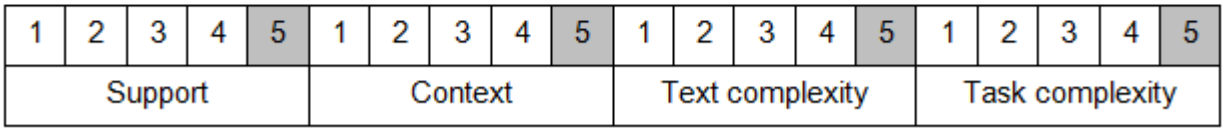
ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOL809 Develop forensic crime scene expertise.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLFOR004 Develop forensic crime scene expertise

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- developing research proposals, including hypotheses, jurisdictional context and research methodology
- collecting and collating information from diverse sources
- evaluating applied research proposals
- conducting applied research and presenting findings
- communicating information that includes the description of a complex opinion/point of view/argument in a clear, concise manner to a wide range of audiences
- interpreting and analysing information critically to develop opinions
- justify conclusions/opinions and their rationale
- liaising with peers to review opinions of self and others
- presenting opinion evidence and reflecting on outcomes
- evaluating forensic information and its application to own professional context

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional quality management systems
- case law, current legislation pertaining to investigations, the legal provision of expert evidence (including admissibility of expert evidence)
- federal court guidelines

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- forensic disciplines
- jurisdictional policies and procedures related to the authority to provide expert evidence
- own limitations and the boundaries of expert knowledge
- range and strength of opinions available for the interpretation of results, awareness of impact on jury
- knowledge of sources of research and information related to forensic science

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLFOR023 Maintain a safe forensic working environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLFC002B Maintain a safe forensic working environment. • Content and formatting updated to comply with new standards • Unit recoded POL • Element 6 removed • Elements 3 and 5 reworded • Two new PC added to Elements 1 and 5 • PC 1.4, 3.1, 4.3 and 5.2 revised • PC 5.1 and 5.6 removed

Application

This unit describes the skills required to maintain a safe working environment while working in a forensic role. This includes the assessment of situational risks and hazards, the safe use of equipment and consumables, and the development of risk mitigation strategies. It may be applied in the field at incident/crime scenes or in a laboratory.

This unit applies to those working as police staff involved in forensic examination.

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 related to work health and safety (WHS).

Those undertaking this role would work independently while remaining responsible for reporting to senior staff. They would demonstrate adaptability across a broad range of contexts. while performing a range of complex tasks.

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

Competency Field

Forensics

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Identify potential health/safety risks	1.1 Identify potential physical, chemical and biological hazards to develop risk management strategies. 1.2 Apply WHS guidelines to contain/control exposure levels. 1.3 Identify personnel and members of the public at risk of exposure to communicate potential hazard. 1.4 Control hazards to minimise exposure. 1.5 Report WHS hazards, incidents or near misses to notify stakeholders. 1.6 Assess forensic situation to identify considerations for potential referrals.
2. Identify specialist/external agency requirements	2.1 Assess need for specialist and/or external agency assistance. 2.2 Access specialist/external agencies and other relevant personnel in order to respond to hazards.
3. Use protective clothing and safety equipment	3.1 Identify protective clothing and safety equipment required to minimise exposure to hazards. 3.2 Maintain protective clothing and safety equipment to facilitate accessibility and usability. 3.3 Replace protective clothing and safety equipment in accordance with jurisdictional replacement programs.
4. Apply collection/packaging procedures safely	4.1 Identify safe collection and packaging procedures to contain health and safety risks and maintain integrity of exhibits. 4.2 Assess packaging procedures for relevance to the type and scope of hazard and potential periods of storage.
5. Use equipment and substances	5.1 Identify potential hazards relating to equipment, consumables and substances. 5.2 Document potential hazards identified during the use/operation of equipment. 5.3 Cease use/operation of faulty equipment pending

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	inspection/repair. 5.4 Secure operational equipment, consumables and substances to ensure only restricted/authorised access at all times. 5.5 Maintain operational equipment, consumables and substances in accordance with maintenance regimes. 5.6 Ensure requisite warning labels/notices along with relevant HAZCHEM/safety symbols are made clearly visible. 5.7 Adhere to material safety data information as appropriate to tasks undertaken. 5.8 Dispose of operational equipment, consumables and substances to minimise risks. 5.9 Decontaminate workspace and equipment in accordance with quality systems and requirements.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	**3**	4	5	1	2	3	**4**	5	1	2	**3**	4	5	1	2	3	**4**	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy **NA**					

Performance variables:

1	2	3	4	**5**	1	2	3	4	**5**	1	2	**3**	4	5	1	2	**3**	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLFC002B Maintain a safe forensic working environment.

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Links

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Assessment Requirements for POLFOR023 Maintain a safe forensic working environment

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying safety risks to develop and implement risk mitigation strategies
- communicating safety issues and concerns to stakeholders
- identifying specialist/external agency requirements to maintain a safe working environment
- selecting, using and maintaining personal protective equipment to minimise exposure to hazards
- collecting and packaging items using safe work practices
- identifying and documenting hazards relating to substances and equipment
- using, storing, maintaining and disposing of substances and equipment
- decontaminating workspaces and equipment

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional legislation, policies and procedures relating to forensic examination, workplace health and safety and equipment maintenance regimes
- risk mitigation strategies
- general duty of care responsibilities
- potential risks associated with field and laboratory activities
- hazardous chemicals and the associated risks

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- operational equipment and safety clothing
- packaging procedures

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLFOR024 Detect, record and collect forensic evidence

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLFC003B Detect, record and collect physical evidence. • Content and formatting updated to comply with new standards • Unit recoded POL • Title updated • Elements 1 and 2 all PC revised • PC 3.1 and 3.2 revised

Application

This unit describes the skills required to detect, record and collect forensic evidence in order to maximise the potential evidentiary value of exhibits. This may be applied in the field at incident/crime scenes or in a laboratory.

This unit applies to those working as police staff involved in forensic examination.

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 related to work health and safety (WHS).

Those undertaking this role would work autonomously while remaining responsible for reporting to senior staff. They would demonstrate adaptability across a broad range of contexts while performing a range of complex tasks.

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

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Competency Field

Forensics

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Detect physical evidence	1.1 Apply search methods, observation techniques and technical methods to detect forensic evidence. 1.2 Apply screening techniques to assist in locating forensic evidence. 1.3 Assess forensic evidence to identify potential contamination or loss. 1.4 Preserve forensic evidence to maximise evidentiary value. 1.5 Assess evidence to determine suitability for recording and collection.
2. Record physical evidence	2.1 Identify recording methods to document forensic evidence and scene. 2.2 Apply enhancement techniques to assist in recording forensic evidence. 2.3 Document details of scene and evidence using note-taking techniques. 2.4 Sketch scene and physical evidence for recording purposes. 2.5 Photograph details of scene and evidence for recording purposes. 2.6 Select markers and scales to accurately represent characteristics and information of the scene.
3. Collect physical evidence	3.1 Apply swab, lifting and hand picking techniques to gather evidence and reference samples. 3.2 Gather impression evidence using photography, casting and lifting techniques. 3.3 Gather exhibits for further forensic examination.
4. Package forensic evidence	4.1 Select packaging technique to prevent degradation or contamination. 4.2 Label items to ensure easy identification. 4.3 Seal items to maintain integrity and prevent contamination. 4.4 Assess items to determine if aeration is required. 4.5 Store items to maintain integrity and continuity and to prevent degradation.

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	4.6 Record details of evidence to enter into case notes and/or exhibit register and to maintain continuity.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	**4**	5	1	2	3	**4**	5	1	2	**3**	4	5	1	2	**3**	4	5	1	2	**3**	4	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	**5**	1	2	3	4	**5**	1	2	**3**	4	5	1	2	**3**	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLFC003B Detect, record and collect physical evidence.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLFOR024 Detect, record and collect forensic evidence

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- detecting forensic evidence using search methods, observation techniques, technical methods and screening techniques
- identifying collection, recording, and packaging requirements in accordance with evidence type
- recording details of scene and physical evidence using notes, sketches and photographs
- collecting, packaging and preserving different evidence types
- handling exhibits to preserve continuity of evidence
- maintaining records of forensic evidence using jurisdictional information management systems

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional legislation, policies and procedures relating to forensic examination, workplace health and safety, quality systems, exhibit handling, and intimate samples and authorisations
- potential risks associated with a range of field and laboratory activities
- techniques for the recording, collection, packaging and preserving of evidence
- application and potential limitation of forensic examination techniques
- role and function of other forensic disciplines in the recording, collection and preservation of forensic evidence

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to practical assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLFOR025 Process forensic evidence

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLFC004B Evaluate and document cases and facilitate analyses. • Content and formatting updated to comply with new standards • Unit recoded POL • Title updated • Elements 1 and 2 reworded • PC 1.3 revised • PC 2.1 removed • One new PC added to Element 3

Application

This unit describes the skills required to conduct and facilitate the analysis of forensic evidence.

This unit applies to those working as police staff involved in forensic examination.

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 related to work health and safety (WHS).

Those undertaking this role would work autonomously while remaining responsible for reporting to senior staff. They would demonstrate adaptability across a broad range of contexts while performing a range of complex tasks.

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

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Competency Field

Forensics

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Evaluate exhibits	1.1 Inspect exhibits to ensure integrity has not been compromised. 1.2 Assess case information and exhibit to determine sequence of examination. 1.3 Prioritise examination of exhibits in accordance with investigation requirements.
2. Handle exhibits	2.1 Complete documentation in accordance with evidentiary requirements. 2.2 Record information using jurisdictional information management systems. 2.3 Store exhibit to ensure continuity, integrity and security.
3. Facilitate examination by forensic practitioners	3.1 Assess evidence to identify examination requirements. 3.2 Liaise with stakeholders to ensure relevance of examinations. 3.3 Communicate examination requirements to forensic practitioners. 3.4 Coordinate logistics of examination with other forensic practitioners. 3.5 Document movement of exhibits to ensure continuity, security and integrity.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy NA					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLFC004B Evaluate and document cases and facilitate analyses.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLFOR025 Process forensic evidence

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- evaluating exhibits to determine examination requirements, including sequence and priority
- handling exhibits to preserve continuity of evidence
- using jurisdictional information management systems
- communicating with stakeholders to facilitate and ensure relevance of examinations
- coordinating logistics of examination with other forensic practitioners

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional legislation, policies and procedures relating to forensic examination, workplace health and safety, quality systems and exhibit management and handling
- role and function of forensic discipline specialists in the examination of forensic evidence

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

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Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

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POLFOR026 Prepare and present forensic evidence

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to prepare and present evidence, statements and submissions in order to contribute to forensic investigations. This includes the stages of planning, presenting and reviewing evidence.

This unit applies to those working as police staff involved in forensic investigation.

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 related to work health and safety (WHS).

Those undertaking this role would work autonomously while remaining responsible for reporting to senior staff. They would demonstrate adaptability across a broad range of contexts while performing a range of routine tasks.

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

Competency Field

Forensics

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Prepare forensic documentation	1.1 Document results to ensure quality and consistency. 1.2 Provide information in reports that conveys outcomes of examinations. 1.3 Identify whether content of report is within own role and responsibility. 1.4 Submit reports to ensure timeliness of results.
2. Prepare for proceedings	2.1 Confirm arrangements for role and involvement in proceedings. 2.2 Assess case requirements to prepare evidence for presentation. 2.3 Review forensic evidence to ensure accuracy, continuity and integrity before presentation in proceedings. 2.4 Participate in case briefings with relevant personnel.
3. Present evidence	3.1 Communicate evidence in a clear, concise and articulate manner. 3.2 Describe and explain exhibits to inform proceedings.
4. Review provision of forensic evidence	4.1 Participate in evaluation of court proceedings to identify issues. 4.2 Communicate issues for quality assurance purposes. 4.3 Evaluate involvement in judicial proceedings to inform future practice.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy NA				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

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Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLFOR026 Prepare and present forensic evidence

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- preparing forensic evidence, statements and submissions which are accurate, complete and legible
- referring the presentation of forensic evidence when it is beyond own role and responsibility
- communicating with stakeholders to facilitate presentation of evidence
- evaluating forensic evidence in accordance with case requirements and jurisdictional quality systems
- presenting forensic evidence
- reviewing outcomes of proceedings for quality purposes

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional legislation, policies and procedures relating to forensic examination, workplace health and safety, and quality systems
- jurisdictional policies and procedures relating to information security and disclosure requirements
- jurisdictional policies and procedures relating to the presentation of forensic evidence
- jurisdictional codes of conduct and ethics
- roles and responsibilities of stakeholders in the judicial process
- conduct and operation of hearings
- legislative requirements of presenting evidence
- exhibit registers and continuity requirements

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLFOR027 Assess and control incident/crime scene

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to assess and control incident/crime scenes, including identifying resource requirements and preliminary scene examination.

This unit applies to those working as police staff involved in forensic examination.

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 related to work health and safety (WHS).

Those undertaking this unit would work autonomously while remaining responsible for reporting to senior staff. They would demonstrate adaptability across a broad range of contexts while performing a range of complex tasks.

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

Competency Field

Forensics

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Assess scene	1.1 Gather information to inform forensic examination. 1.2 Identify items/areas for forensic examination. 1.3 Plan forensic examination to process scene. 1.4 Assess resource requirements to facilitate forensic examination. 1.5 Identify whether contamination has occurred for recording purposes. 1.6 Identify secondary or alternate incident/crime scene for forensic examinations. 1.7 Identify if referral is required in accordance with own role and responsibility.
2. Control scene	2.1 Assess incident/scene to identify boundaries and parameters. 2.2 Identify control measures to minimise contamination of evidence. 2.3 Establish entry and exit paths to control scene. 2.4 Communicate with stakeholders to release scene.
3. Examine scene	3.1 Identify whether evidence is suitable for collection. 3.2 Prioritise examination of exhibits to maximise evidentiary value. 3.3 Identify risks to examination to develop risk mitigation strategies. 3.4 Review forensic examination to identify if further actions are required. 3.5 Record information on jurisdictional information management systems.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

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Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLFOR027 Assess and control incident/crime scene

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- analysing information to inform scene management plan
- identifying scene parameters and contamination
- referring scene control when own role and responsibility is exceeded
- implementing control measures to preserve scene and evidence
- communicating with stakeholders
- identifying risks and implementing risk mitigation strategies
- prioritising examination of exhibits to maximise evidentiary value
- evaluating scene management strategies and actions taken
- recording information on jurisdictional information management systems

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional legislation, policies and procedures relating to forensic examination, scene management, quality systems and workplace health and safety
- application and potential limitations of forensic examination techniques
- role and responsibility of other forensic disciplines for the examination of scenes
- judicial and evidentiary requirements for the collection and preservation of exhibits
- scene management and preservation techniques and processes
- authorisations for examining scenes

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN001 Develop high performing teams within policing

Modification History

Release 2. Modifications have been made to:

- Elements and Performance Criteria
- Performance and Knowledge Evidence

Release 1. This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to develop, supervise and lead high performing teams within a policing environment. This includes the support and management of individuals and teams. This unit acknowledges the unique context in which policing teams operate.

This unit applies to police supervisors.

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 related to human resources, grievances, and equity and diversity.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of services. They would be responsible for supervising individuals and teams, providing guidance and assistance, and displaying leadership as part of routine command duties. They would perform complex tasks within familiar and/or unpredictable contexts.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Develop teams	**1.1** Establish relationships with team members to support a productive work environment
	1.2 Recognise team dynamics to inform supervisory approach and enhance performance
	1.3 Identify knowledge, skills, qualities and diversity of team members to task and allocate activities
2 Manage conflict	**2.1** Monitor team dynamics to identify potential sources/triggers of conflict
	2.2 Recognise types of conflict to determine whether intervention is necessary
	2.3 Identify solutions in order to develop a plan to address disruptive conflict
	2.4 Implement plan to address disruptive conflict
	2.5 Review outcome of plan to inform future actions
3 Manage performance of individuals	**3.1** Develop agreed performance objectives with individuals in accordance with jurisdictional position descriptions
	3.2 Identify opportunities to build skills, knowledge and behaviours of individuals
	3.3 Develop individuals to build capability
	3.4 Monitor performance to ensure performance objectives are met and professional standards are adhered to
	3.5 Assess performance and conduct to identify positive/negative behaviours
	3.6 Undertake action and provide feedback
4 Supervise teams	**4.1** Allocate activities and taskings based on identified strengths of team to develop and motivate high performance
	4.2 Monitor results to evaluate performance of team

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4.3 Encourage contributions and feedback from teams and stakeholders for continuous improvement purposes

4.4 Share jurisdictional information to keep teams informed

4.5 Communicate with team to foster a positive workplace culture

4.6 Connect jurisdictional objectives to team activities and taskings to encourage performance

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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN001 Develop high performing teams within policing

Modification History

Release 2. Modifications have been made to:

- Elements and Performance Criteria
- Performance and Knowledge Evidence

Release 1. These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- addressing conflict through appropriate strategies adhering to jurisdictional policies and procedures
- addressing performance issues and providing feedback
- communicating and consulting with internal and external stakeholders
- conducting formal and informal conversations with, and/or providing feedback to, individuals and teams in relation to performance
- determining nature, sources of, and solutions to conflict; both positive and negative
- developing, implementing and monitoring performance management plans for individuals
- identifying and responding to individual disciplinary issues
- identifying and assessing team characteristics to allocate work
- interpreting jurisdictional priorities in order to inform staff
- matching communication techniques with situational requirements, including:
  - team building
  - coaching
  - mentoring
  - rapport building
- monitoring and assessing performance against objectives
- reviewing practices to improve future actions.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

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- anti-discrimination and human rights legislation
- causes and types of conflict
- codes of practice and codes of ethics
- corporate, unit and individual goals and objectives
- formal and informal performance management practices
- jurisdictional development resources
- jurisdictional policies and procedures surrounding performance management, human resources, internal grievances and disciplinary process
- mediation and negotiation techniques
- principles of high performing teams, effective team operation and leadership
- team dynamics
- work health and safety (WHS)/occupational health and safety (OHS) requirements.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations or, where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN002 Promote workplace safety within policing

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to supervise and protect the safety of individuals within the policing environment. It includes protecting the welfare of individuals within policing, acknowledging that the place of work for police officers differs depending on their role and location of policing functions.

This unit applies to those working as a police supervisor with responsibilities to protect the safety and welfare of individuals and teams.

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 related to work health and safety (WHS), roles and responsibilities, and support services.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of services. The individual would be responsible for supervising individuals and teams, providing guidance and assistance, and displaying leadership as part of routine command duties. They would perform complex tasks within familiar and/or unpredictable contexts.

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

Competency Field

General

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Prevent workplace safety and welfare hazards	1.1 Identify hazards that may impact upon physical and psychological wellbeing of individuals. 1.2 Assess hazards to develop preventive measures. 1.3 Communicate hazards to prevent harm occurring. 1.4 Implement measures to minimise likelihood and consequences of hazard occurring. 1.5 Monitor individual team behaviours and activities to ensure compliance with jurisdictional policies and procedures.
2. Protect welfare of individuals	2.1 Assess welfare of individuals affected by workplace hazards. 2.2 Eliminate immediate exposure to workplace hazards to prevent further harm. 2.3 Make referrals to internal and external services to support welfare of individuals affected by hazards. 2.4 Monitor welfare of individuals continuously to maintain safety.
3. Investigate workplace hazards	3.1 Assess the nature of workplace hazards to determine responses. 3.2 Interview individuals involved to collect information relating to workplace hazards. 3.3 Access external sources of information relating to workplace hazards. 3.4 Liaise with subject matter experts in order to collect information for developing potential solutions to workplace hazards. 3.5 Develop solutions to address workplace hazards. 3.6 Report solutions to identified stakeholders.
4. Implement solutions to workplace hazards	4.1 Communicate with internal and external stakeholders regarding requirements for solution implementation. 4.2 Arrange service/assistance required to resolve workplace hazards. 4.3 Monitor progress of implementation to protect safety of self, individuals, teams and communities.
5. Evaluate outcomes of solutions	5.1 Review solutions to ensure workplace hazards were addressed. 5.2 Develop recommendations to prevent reoccurrence of workplace hazards. 5.3 Communicate review findings to stakeholders to inform future activities.

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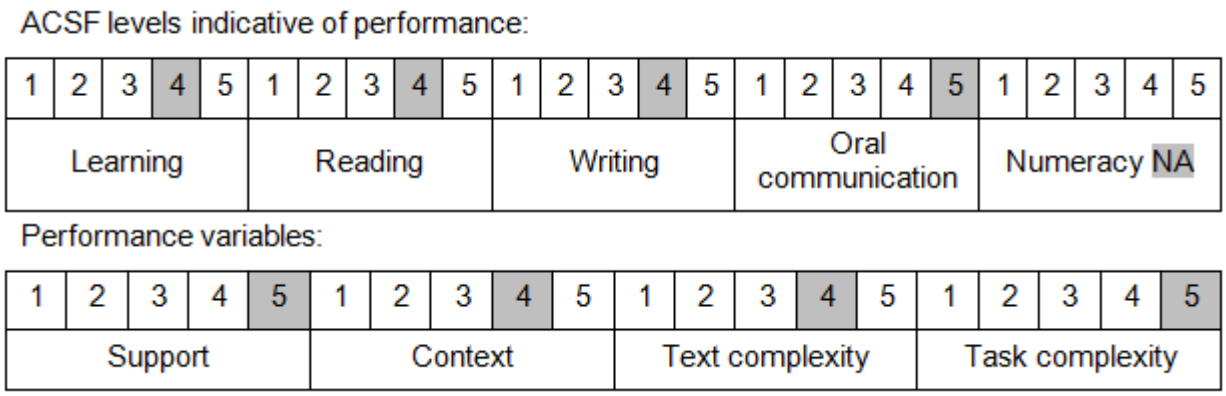
Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN002 Promote workplace safety within policing

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying and assessing hazards to inform others and determine reporting requirements
- developing and implementing preventive measures for potential hazards
- eliminating exposure to hazards
- making referrals to support services, on the basis of welfare assessments and early intervention requirements
- compiling information related to identified workplace hazards
- developing and implementing solutions to workplace hazards
- reviewing and evaluating solutions to develop recommendations and complete activities
- communicating with stakeholders
- recording and reporting hazards and solutions

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- current Commonwealth, national, state or territory legislation, as well as jurisdictional policies and procedures, relating to workplace health and safety
- jurisdictional health and safety management systems
- supervisory roles and responsibilities as related to workplace health and safety
- physical and psychological hazards
- internal and external support arrangements and services
- operational safety and use of force principles
- duty of care responsibilities and custodial practices
- warning flags that indicate potential psychological harm or trauma

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN003 Facilitate community engagement for policing purposes

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to facilitate community engagement, including developing understanding of community specific needs, demonstrating informed practice, and delivering policing services to communities.

This unit applies to those working as a police supervisor with responsibilities to lead the community engagement process.

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 related to codes of ethics and codes of conduct.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of services. The individual would be responsible for supervising small teams, providing guidance and assistance, and displaying leadership as part of routine command duties. They would perform routine tasks within familiar and/or unpredictable contexts.

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

Competency Field

General

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Develop understanding of communities	1.1 Gather information continuously in order to understand characteristics, complexity and diversity within communities. 1.2 Analyse information to manage communities' needs, expectations, and perceptions. 1.3 Assess capacity and capability of policing to meet community needs and expectations.
2. Demonstrate informed practice to lead community engagement	2.1 Use gathered information to develop tailored policing services. 2.2 Communicate diversity issues and expectations to teams. 2.3 Disseminate information to external stakeholders to facilitate the understanding of diversity within communities. 2.4 Provide support and advice to teams to facilitate community engagement.
3. Engage continuously with community	3.1 Identify jurisdictional objectives to guide approach to community engagement. 3.2 Ensure participation in formal/informal public events to build community confidence and trust. 3.3 Seek out community members to develop networks. 3.4 Liaise with community members to build relationships. 3.5 Conduct risk assessment of community engagement activities to ensure equity of activities across different communities. 3.6 Consult with community members to ensure effective policing service delivery. 3.7 Inform community members of policing matters to reassure communities and build confidence and trust.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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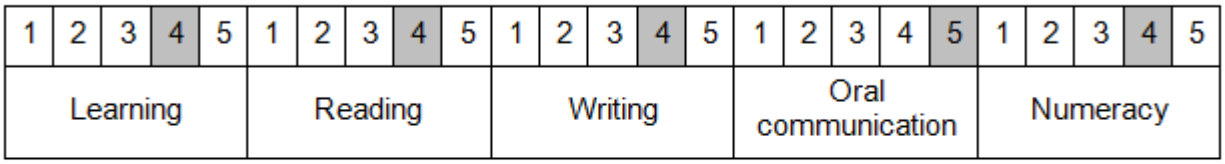
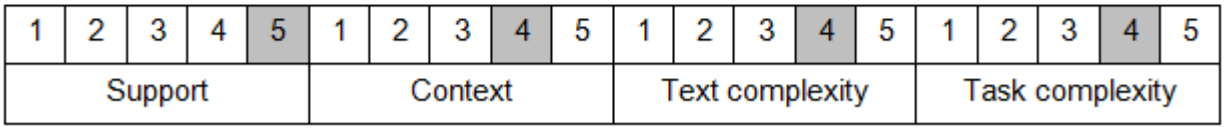
ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN003 Facilitate community engagement for policing purposes

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- collecting information to develop an understanding of community characteristics
- assessing capacity and capability of policing to meet community needs, expectations and requirements
- demonstrating informed practice through the delivery of tailored policing services
- leading and supervising team members' engagement with community
- communicating information regarding community engagement to internal and external stakeholders
- identifying and evaluating jurisdictional strategic objectives related to community engagement
- developing relationships with community members to facilitate consultation and collaboration
- translating jurisdictional policies and priorities to community members to facilitate understanding

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional strategic objectives regarding community engagement
- roles and responsibilities of internal and external stakeholders
- crime prevention methodologies
- political awareness of the environment in which policing services are delivered
- awareness of the local policing area
- understanding of the complexities and intricacies of, and interface with, diverse communities

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- empathy and understanding of civil environments
- cultural diversity and sensitivities
- vulnerable groups

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN004 Conduct risk management activities in a policing environment

Modification History

Release 2. Modifications have been made to:

- Performance Criteria
- Performance and Knowledge Evidence

Release 1. This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to mitigate risk in a policing environment, including completing risk assessments, developing and implementing risk management plans, and reviewing risk management activities.

This unit applies to those working as a police supervisor with responsibilities to manage risk in response to both planned and unplanned events, and more generally within the workplace. It outlines the primary responsibilities of policing in mitigating risks that could impact upon policing services and public safety.

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 related to risk assessment and reporting obligations.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of services. They would be responsible for supervising small teams, providing guidance and assistance, and displaying leadership as part of routine command duties. They would perform complex tasks within familiar and/or unpredictable contexts.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

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Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS		PERFORMANCE CRITERIA	
Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Conduct risk assessments**	**1.1**	Identifying risks to individual, team, organisation and community
		1.2	Identify risks to witnesses, victims and persons in care and custody
		1.3	Identify current treatment measures to determine their value
2	**Develop risk management plans**	**2.1**	Analyse and select treatment measures to respond to identified risk
		2.2	Evaluate consequences and likelihood of risks occurring to determine response
		2.3	Identify resources/activities required to implement treatment measures
		2.4	Incorporate treatment measures into plan to manage risks
3	**Implement risk management plans**	**3.1**	Communicate risk management activities and consult with stakeholders
		3.2	Implement management plans to treat risks
		3.3	Assess situations continually to adjust control treatment measure(s)
4	**Review risk management activities**	**4.1**	Review treatment measure and implementation process to determine effectiveness
		4.2	Review performance/actions of individuals/teams as part of supervision process
		4.3	Provide feedback to individuals/teams to inform future practices

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4.4 Report workplace risks to prevent reoccurrence and reduce future exposure and harm

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 Companion Volume Implementation Guide.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN004 Conduct risk management activities in a policing environment

Modification History

Release 2. Modifications have been made to:

- Performance Criteria
- Performance and Knowledge Evidence

Release 1. These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying risk assessment tools to identify and evaluate risk in both planned and unplanned incidents
- assessing role of individuals in implementation process to evaluate performance
- communicating with stakeholders to inform them of risk mitigation activities
- documenting and recording workplace risks
- evaluating effectiveness of treatment measures and implementation process
- identifying and evaluating treatment measures, including avoidance, acceptance, transferral and mitigation
- identifying risks in care and custody situations
- implementing treatment measures in accordance with available resources, response plan and changing circumstances.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- capabilities, powers and authorities of external services
- compliance and auditing processes
- current Commonwealth, national, state and territory legislation related to the situation
- jurisdictional communication systems
- jurisdictional quality assurance responsibilities and processes
- jurisdictional reporting hierarchy and governance structure
- jurisdictional risk assessment processes, policies and procedures
- resources available to respond to risks within policing environments
- risk management principles and tools.

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Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Confidential Content

This unit is a restricted Police unit of competency. Content of restricted Police units are not published on the national register. Content of these units is maintained separately and is only available to persons authorised by the Australia New Zealand Policing Advisory Agency (ANZPAA), visit their website @ https://www.anzpaa.org.au

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POLGEN007 Review policing governance and accountability compliance

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOL804 Manage an internal compliance audit and review within policing. • Content and formatting updated to comply with new standards • Unit recoded POL • Title updated • Element 2 all PC revised

Application

This unit describes the skills required to oversee internal compliance audits and reviews, including planning, monitoring and concluding activities.

This unit applies to police managers and forms part of their responsibilities within policing hierarchies related to police legitimacy and transparency, in both a public service and public safety context.

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 related to privacy and police legitimacy.

Those undertaking this role would demonstrate strong autonomy, making strategic decisions and providing leadership to the jurisdiction supervising teams in a broad range of contexts while performing sophisticated tasks. They would provide advice and influence executive decisions for stakeholders while performing complex tasks in a range of contexts.

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

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Competency Field

General

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Plan internal compliance audit/review	1.1 Assess the business activity and/or information from stakeholders to inform the scope and objectives of the audit/review. 1.2 Define scope and objectives of audit/review. 1.3 Design the compliance audit/review, including method, roles and responsibilities. 1.4 Evaluate audit/review plan to ensure it meets objectives and jurisdictional expectations. 1.5 Identify potential sources of information/intelligence to inform audit/review.
2. Conduct internal compliance audit/review	2.1 Communicate the objectives, scope, roles and responsibilities of the audit/review to audit/review team and stakeholders. 2.2 Collect information/intelligence to facilitate audit/review. 2.3 Analyse information collected to determine its relevance as audit/review evidence. 2.4 Analyse audit/review evidence to identify levels of compliance and areas for improvement. 2.5 Develop preliminary audit/review findings and recommendations through evaluation of audit/review evidence.
3. Monitor internal compliance audit/review	3.1 Monitor the progress of the audit/review to determine whether any adjustments are required. 3.2 Conduct environmental scans to ensure contemporary nature and validity of audit/review. 3.3 Monitor the integrity of the audit/review to ensure audit/review outcomes are reached. 3.4 Manage audit/review progress in line with governance and accountability requirements.
4. Conclude internal compliance audit/review	4.1 Evaluate preliminary audit/review findings and recommendations to determine how and what should be communicated to stakeholders. 4.2 Assess findings and develop recommendations to ensure compliance/improvements.

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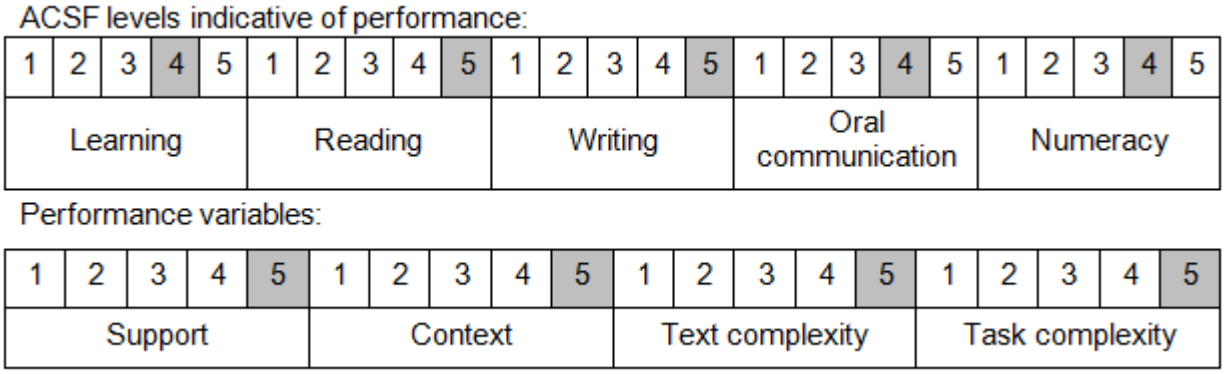
	4.3 Review own performance throughout the audit/review process using stakeholder feedback. 4.4 Assess the audit/review process to inform future practice.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOL804 Manage an internal compliance audit and review within policing.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN007 Review policing governance and accountability compliance

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- designing internal compliance audits/reviews, including scope, objectives, method, roles and responsibilities
- communicating information to stakeholders
- collecting, analysing and evaluating information relating to audits/reviews
- scanning and monitoring information to make adjustments to audit/review and develop preliminary findings
- managing audit process to ensure outcomes are reached
- adhering to jurisdictional governance and accountability requirements
- identifying efficiencies and effectiveness of processes in line with jurisdictional requirements
- evaluating preliminary findings to determine communication requirements
- composing audit/review findings
- reviewing own performance and audit/review process for continuous improvement purposes

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- current legislation, policies, standards and procedures relating to audits
- jurisdictional processes relating to internal investigation, internal business, and change management processes

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- jurisdictional business continuity requirements and continuous improvement practices
- audit methodologies, including desk top audits and compliance auditing processes
- risk management frameworks
- organisational structure (including chain of command, domains of practice, functional areas)
- external accountability practices (including anti-corruption agencies)

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN008 Conduct an appreciation of incident management

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to plan, mitigate, and review a policing response to an incident. Incidents may include planned and unplanned events and emergencies that arise.

This unit applies to police staff as part of their responsibilities for public safety when commanding, controlling and coordinating an incident management response.

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 and other legislated policies and procedures must be consulted and adhered to, particularly those related to incident and emergency management that outline the role and responsibilities of policing amongst other stakeholders.

Those undertaking this role would demonstrate strong autonomy while performing sophisticated tasks including making strategic decisions and providing leadership to the jurisdiction in a broad range of contexts. They would provide advice and influence executive decision making internally and externally.

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

Competency Field

General

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to demonstrate

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essential outcomes	achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Lead the incident response	1.1 Identify whether command, control or coordination is required to respond to the incident. 1.2 Communicate commander's intent to stakeholders. 1.3 Analyse information for communication to stakeholders. 1.4 Identify nature and complexity of the incident through liaison with other agencies. 1.5 Define roles and responsibilities for each participating organisation.
2. Establish an incident management facility and structure	2.1 Identify points of access, staging points and holding areas and egress for response purposes. 2.2 Assess impacting factors and incident response facility to determine security risks. 2.3 Assess the details of the facility and the structure for communication to internal and external stakeholders. 2.4 Evaluate changes within the incident environment to expand or contract the incident management structure. 2.5 Identify resources required to inform decision making and logistics. 2.6 Assess functions for delegation purposes in line with current legislation applicable to incident management. 2.7 Establish incident management recording and reporting systems.
3. Implement communication strategies	3.1 Assess the nature, extent and potential of the incident for communication and response purposes. 3.2 Establish internal communication channels to facilitate the flow of information for command, control and coordination. 3.3 Establish external communication channels to facilitate the flow of public information.
4. Manage media requirements	4.1 Assess incident characteristics, and jurisdictional, legal and media requirements to inform media strategy. 4.2 Define incident access requirements to safeguard operation and prevent contamination of scene. 4.3 Control access to personnel/volunteers/victims/casualties. 4.4 Assess provision of information and operational responsibilities when engaging with media. 4.5 Liaise with media to facilitate the two-way communication process and provision of public information. 4.6 Identify work health and safety considerations for media requirements. 4.7 Provide current and consistent information to media. 4.8 Maintain records of media enquiries and interviews.

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	4.9 Promote agency, work and achievements of staff/volunteers to support morale and public profile.
5. Implement an operational incident response plan	5.1 Conduct an appreciation of the incident to establish response priorities. 5.2 Develop potential course(s) of actions based on sourced information. 5.3 Select a course of action based on the appreciation conducted. 5.4 Evaluate deployed resources to determine effectiveness and identify required adjustments to plan. 5.5 Consider health, safety and wellbeing of deployed responders to inform decision making. 5.6 Monitor incident response plan continually to identify whether adjustments are required. 5.7 Review objectives and priorities continually for information updates, reporting purposes and feedback.
6. Review incident response	6.1 Account for physical, human and financial resources at the conclusion of the incident. 6.2 Evaluate the incident response to inform debriefs, future decisions and support continuous improvement practices. 6.3 Develop recommendations on review findings to support continuous improvement practices.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

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Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN008 Conduct an appreciation of incident management

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying and communicating commander's intent
- analysing information to identify the nature and complexity of the incident
- communicating and negotiating with stakeholders
- assessing information to identify incident management response structure, resources required and security risks
- monitoring information to adjust response as required
- delegating roles and responsibilities to personnel
- establishing communication lines
- recording information
- developing and implementing media strategies
- controlling and managing access to incident scene
- communicating information to the public
- developing and implementing response plan
- adhering to workplace health and safety requirements
- reviewing incident response for continuous improvement purposes
- conducting audit of response resources

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- principles of command, control and coordination
- jurisdictional policies and procedures relating to media liaison and public information

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- jurisdictional and legal requirements relating to confidentiality, libel, accuracy, discrimination, and security of information
- appreciation processes
- current legislative frameworks and guidelines related to incident management, including planning, preparation, response and recovery
- current jurisdictional policies and procedures related to incident management
- specific agreements within and between agencies (including memorandums of understanding and other agreements) related to incident management
- codes of practice within agencies related to incident management

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN009 Contribute to and implement policing strategy and policy

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the capabilities required to contribute to and implement strategies and policies related to policing. It further supports the skills required to develop complex documents and business plans and influence the organisation's strategic direction.

This unit applies to those working as police managers responsible for the development and implementation of strategies and policies.

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 related to strategic business directives.

Those undertaking this role would demonstrate strong autonomy, while performing sophisticated tasks including making strategic decisions and providing leadership to the jurisdiction in a broad range of contexts. They would provide advice and influence executive decision making internally and externally.

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

Competency Field

General

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Conceptualise complex documents	1.1 Determine stakeholder needs, the purpose and format of the document in order to provide a framework/structure for the document. 1.2 Conduct research to identify sources that will inform the purpose of the document. 1.3 Evaluate the quality and authenticity of information to ensure integrity and validity of document. 1.4 Analyse collated information to develop key messages. 1.5 Identify potential issues through the consideration of complex levels of meaning in key messages. 1.6 Explore personal interpretations, assumptions, beliefs and values to ensure the objectivity of the document. 1.7 Assess the potential impact of the document on stakeholders and agency. 1.8 Adhere to quality assurance practices and organisational protocols when finalising document. 1.9 Seek feedback actively for reflection/continuous improvement purposes.
2. Develop and review a business plan	2.1 Identify core functions, strategic objectives and priorities to inform development of business plan. 2.2 Analyse the business environment and factors that may impact on business plan to direct the business plan. 2.3 Review existing policies and practices to identify strengths, weaknesses, opportunities and threats. 2.4 Develop stretch targets and contingency plans through review and environmental scanning. 2.5 Consult with stakeholders to benchmark business plan objectives and validate business plan. 2.6 Estimate resource allocation to establish resource priorities. 2.7 Develop a communication strategy in order to facilitate consensus. 2.8 Assign activities, persons responsible, resources, milestones and timeframes for implementation purposes. 2.9 Review implementation of business plan in order to make adjustments. 2.10 Assess feedback critically on business plan to inform future

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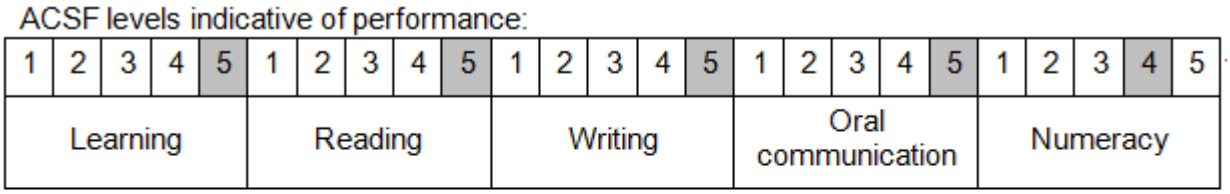
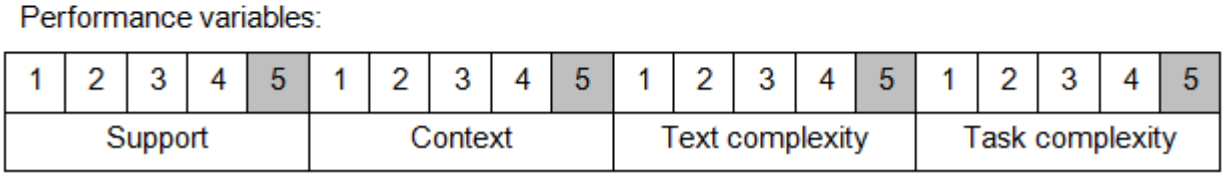
	plans.
3. Develop and monitor policing initiatives	3.1 Identify causes and factors that impact on public safety in order to develop policing initiatives. 3.2 Recognise patterns and trends that impact on key business activities within policing. 3.3 Analyse and evaluate drivers of crime to inform preventative actions and initiatives. 3.4 Analyse intelligence and information to monitor the effectiveness of policing initiatives. 3.5 Collaborate with stakeholders to promote and support policing initiates.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.





Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN009 Contribute to and implement policing strategy and policy

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- analysing and synthesising information critically to compose complex written documents
- evaluating critically the impact of strategies and policies for operational purposes
- adhering to jurisdictional policies and procedures relating to quality assurance
- liaising with others to seek feedback and identify opportunities for improvement identifying and analysing potential impacts on business plans
- interpreting, analysing and translating jurisdictional legislation, strategy and policy
- developing a business plan, including resource priorities, implementation plans and communication strategies
- identifying trends and patterns that impact public safety and policing initiatives
- developing, monitoring and evaluating policing initiatives
- ensuring alignment between projects and initiatives with jurisdictional and government objectives and priorities

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- current legislation relating to freedom of information and privacy
- legislative requirements and jurisdictional policies and procedures relating to multi-agency agreements
- jurisdictional policies and procedures relating to style manual requirements, information security and confidentiality, and intellectual property
- jurisdictional strategic planning and policy frameworks
- roles and responsibilities of public safety stakeholders, including governments, ministers and external stakeholders

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN010 Demonstrate high level management capabilities within a policing context

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to demonstrate management skills in a wide range of contexts including management of projects, budgets and resources. This includes the planning, implementation, monitoring and review of project milestones, financial and procurement related activities and oversight of both human and physical resources.

This unit applies to police managers as part of their responsibilities in the organisational management within a policing environment.

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 related to project management, financial activities and work health and safety (WHS).

Those undertaking this role would demonstrate strong autonomy while performing complex tasks including making strategic decisions and providing leadership to the jurisdiction across a broad range of unpredictable contexts. They would provide advice and influence executive decision making internally and externally.

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

Competency Field

General

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Manage projects	1.1 Identify project scope, tasks, times, budgets and objectives to develop project implementation plan. 1.2 Define roles and responsibilities of stakeholders involved in project. 1.3 Assess project objectives in relation to jurisdictional priorities, policies and procedures. 1.4 Identify risks to develop a risk matrix for the project. 1.5 Acquire project resources to facilitate implementation of project plan. 1.6 Negotiate with stakeholders to manage personnel and complete project activities. 1.7 Monitor implementation of project in order to adjust to changing circumstances. 1.8 Evaluate project performance for future improvement purposes.
2. Manage budgetary and procurement processes	2.1 Analyse financial information in relation to impact on own area of responsibility. 2.2 Identify cost elements to develop a budget that minimises waste. 2.3 Prepare cost-benefit analysis to validate budgetary decisions. 2.4 Analyse implications of changing circumstances on budget expenditure in order to make adjustments. 2.5 Monitor budgetary allocations to ensure compliance with budget, agency objectives and priorities. 2.6 Report on expenditure, budgets and procurement for accountability purposes.
3. Manage assets	3.1 Identify physical resource requirements to plan procurement activities. 3.2 Coordinate acquisition of physical resources to meet identified requirements. 3.3 Negotiate with stakeholders to meet resource requirements. 3.4 Prioritise physical resources in accordance with life cycles of equipment and anticipated needs of jurisdiction. 3.5 Monitor resource inventory and resource effectiveness to ensure requirements are met. 3.6 Re-allocate resources in accordance with changing circumstances.

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4. Manage individual and team performance	4.1 Analyse organisational needs, expected deliverables for area of responsibility and human resource requirements to develop a human resources plan. 4.2 Assess and compare existing competencies and abilities of individuals and teams to ensure deliverables are met and for development purposes. 4.3 Evaluate future and review current workplace requirements to develop contingency and succession plans. 4.4 Assess deliverables of work area and current staffing to influence selection criteria for particular roles. 4.5 State and negotiate performance expectations with individuals and teams to enhance performance to maximise deliverables and performance. 4.6 Measure and evaluate performance against agreed expectations and deliverables. 4.7 Identify outstanding and performance below agreed standards to provide constructive and timely feedback. 4.8 Manage learning and development of individuals to maximise individual and organisation performance. 4.9 Manage workplace conflict. 4.10 Assess subsequent behaviour and performance to ensure that conflict has been resolved or to determine whether conflict resolution strategy was successful. 4.11 Assess health, safety and wellbeing of individuals and teams continually to identify patterns and make referrals.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

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Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN010 Demonstrate high level management capabilities within a policing context

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- designing project plan, including roles, responsibilities, scope, resources, timelines, budgets and objectives
- negotiating with stakeholders to manage resources and activities monitoring and evaluating project performance to adjust as required and identify areas for improvement
- analysing information to develop budgets and cost benefit analyses
- monitoring budgets to adjust as required and ensure compliance
- adhering to jurisdictional reporting requirements
- coordinating acquisition of resources in accordance with requirements
- developing human resource plans, including requirements, existing competencies
- managing individual and team performance
- identifying and facilitating learning/development requirements of team members
- providing support and advice to individuals and teams for performance and professional development purposes
- managing workplace conflict
- monitoring health, safety and wellbeing of personnel

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- Commonwealth, national, state and territory legislation and agreements relating to organisational management within policing
- risk management frameworks
- jurisdictional policies and procedures relating to financial management, human resource management and project management

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- jurisdictional information management processes, systems and security requirements
- jurisdictional organisation structure
- business management principles

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN011 Demonstrate leadership capabilities within a policing context

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to demonstrate leadership within a hierarchical policing environment. Police managers are expected to promote police professionalism and build policing capability within the law enforcement and public safety environments.

This unit applies to those working as leaders and managers in policing. Police managers are required to understand leadership contexts, make legitimate decisions and provide transparent solutions to a wide range of complex problems

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 related to strategic business directives.

Those undertaking this role would demonstrate strong autonomy when leading and developing individuals and teams, making strategic decisions and providing leadership to the jurisdiction. They would perform sophisticated tasks in a broad range of contexts. They would provide advice and influence executive decision making internally and externally.

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

Competency Field

General

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Apply leadership theories and methodologies	1.1 Justify policing actions within the public service and law enforcement context. 1.2 Balance customer service requirements with public safety priorities and policing tasks. 1.3 Evaluate the concept of applied leadership within policing.
2. Analyse the concepts of decision making and problem solving within a policing context	2.1 Examine the link between procedural justice and police legitimacy. 2.2 Explore decision making and problem solving theory in terms of their combined effect on practical policing. 2.3 Assess the relationship between social and cultural intelligence in terms of its effect on decision making and problem solving. 2.4 Determine the long term impacts of decisions on the public, organisation and teams and individuals. 2.5 Explore innovative solutions to recurring problems within policing.
3. Champion professional leadership behaviour and values	3.1 Develop professional networks, partnerships and stakeholder alliances to promote public safety. 3.2 Influence professional and ethical behaviour in line with organisational values. 3.3 Recognise and implement innovative practices in order to achieve policing results. 3.4 Apply contextual intelligence to complex policing contexts. 3.5 Model work-life structure within policing to promote a healthy work environment. 3.6 Review own leadership capabilities through self-awareness and reflection. 3.7 Champion core values and professional standards within a policing context.
4. Build organisational capacity and capability	4.1 Negotiate with and influence internal and external stakeholders to support organisational capacity and capability and manage expectations. 4.2 Provide guidance and advice to internal and external stakeholders from an organisational and policing perspective. 4.3 Build individual and team resilience to enhance capacity and capability. 4.4 Evaluate organisational challenges and issues in order to develop

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	practical and responsive strategies.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	**4**	5	1	2	3	4	**5**	1	2	3	**4**	5	1	2	3	4	**5**	1	2	3	**4**	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	**5**	1	2	3	4	**5**	1	2	3	4	**5**	1	2	3	4	**5**
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN011 Demonstrate leadership capabilities within a policing context

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- applying decision making, critical thinking and problem solving skills
- identifying impacts and outcomes of own decisions
- leading, adapting, and championing change and continuous improvement
- promoting and exemplifying professional and ethical behaviour
- developing professional networks, partnerships and stakeholder alliances in line with jurisdictional policies and procedures
- identifying, analysing and managing community needs and expectations
- providing advice and guidance within own jurisdiction and to stakeholders
- applying contextual intelligence to complex situations
- explaining rationale of decision making
- communicating key messages to target audiences
- negotiating and liaising with internal and external stakeholders
- developing responsive strategies to address jurisdictional issues and challenges
- managing staff to encourage work-life structure

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- leadership theory and methodologies
- dynamics of power and authority
- procedural justice and police legitimacy
- decision making, critical thinking and problem solving theories
- roles and relationships within the public safety context

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- jurisdictional policies and procedures relating to multiagency agreements

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN012 Manage risk within a policing context

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to manage risk in a policing environment. Risks may include those related to operations, organisational reputation, and safety and welfare.

This unit applies to police managers as part of their responsibilities in the organisational management within a policing environment.

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 related to accountability, police legitimacy and transparency.

Those undertaking this role would demonstrate strong autonomy while performing complex tasks including making strategic decisions and providing leadership to the jurisdiction in a broad range of contexts. They would provide advice and influence executive decision making internally and externally.

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

Competency Field

General

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

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	further information is detailed in the range of conditions section.
1. Identify risk	1.1 Conduct environmental scan to identify risk. 1.2 Consult stakeholders to determine risks and issues. 1.3 Recognise risks as outlined in jurisdictional risk management framework.
2. Evaluate risk critically	2.1 Analyse the nature of recognised risks to determine likelihood and consequences. 2.2 Assess risk in line with jurisdictional evaluation criteria. 2.3 Interpret risk assessment to develop mitigation strategies. 2.4 Correlate likelihood and consequence categories to determine vulnerability and priority.
3. Develop risk treatment strategies	3.1 Determine options to address risk. 3.2 Critique options while considering good practice and alternatives. 3.3 Evaluate strategies to identify limitations and impacts of strategies. 3.4 Select option(s) for development of a risk treatment strategy. 3.5 Prioritise selected options for implementation purposes. 3.6 Apply risk treatment strategy to identified risk.
4. Review risk treatment strategies	4.1 Monitor the implementation of the risk treatment strategy. 4.2 Evaluate effectiveness of the risk treatment strategy. 4.3 Communicate outcomes to stakeholders to support accountability and transparency.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN012 Manage risk within a policing context

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- assessing information to identify risks and define problems
- applying jurisdictional risk management frameworks to identify and evaluate risks
- analysing risk to establish likelihood and consequences
- developing, evaluating and communicating risk mitigation strategies
- assessing information to develop risk treatment strategies
- managing the implementation of risk treatment strategies
- communicating with stakeholders

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- evaluation strategies
- jurisdictional reporting hierarchy and governance structure
- jurisdictional risk assessment processes, policies and procedures
- jurisdictional quality assurance responsibilities and processes
- capabilities, powers and authorities of external services
- jurisdictional communication systems
- compliance and auditing processes
- risk management principles
- resources available to respond to risks within policing environments
- risk assessment tools
- legislative requirements relevant to incident management
- problem solving and decision making techniques

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- risk management concepts, principles and strategies

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN013 Demonstrate professional policing practice

Modification History

Release 2. Modifications have been made to:

- Unit Application
- Performance Criteria
- Performance and Knowledge Evidence

Release 1. This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to comply with professional standards within policing, including reflecting on own performance, managing priorities and working collaboratively.

This unit applies to those working in a policing environment, commonly in a general duties role.

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 related to codes of conduct, codes of ethics and professional standards.

Those undertaking this unit would generally work autonomously but may be required to work under supervision at times. They would perform complex tasks and be required to evaluate and access support from a broad range of sources and show adaptability across a broad range of familiar and/or unpredictable contexts.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Reflect on own performance	**1.1** Comply with professional standards when delivering policing services and responses
	1.2 Assess own practices to identify potential reputational risks to self, unit, division and jurisdiction
	1.3 Review own performance in order to improve personal professional practices
2 Manage priorities	**2.1** Assess work demands to determine own work priorities
	2.2 Align own work priorities to unit, divisional and organisational priorities
3 Contribute to team	**3.1** Adhere to team objectives to inform work related tasks and activities
	3.2 Identify own and other team members' roles
	3.3 Perform tasks and activities in line with team objectives

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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

No equivalent unit.

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Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN013 Demonstrate professional policing practice

Modification History

Release 2. Modifications have been made to:

- Unit Application
- Performance Criteria
- Performance and Knowledge Evidence

Release 1. These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- complying with professional standards and integrity frameworks
- demonstrating personal drive, motivation and discipline
- demonstrating professional behaviours
- identifying personal conflicts of interest
- prioritising and managing time effectively.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- codes of conduct and codes of ethics
- information security, privacy and confidentiality
- jurisdictional legislation relevant to professional practice
- jurisdictional policies and procedures that impact on professional practice
- jurisdictional values, culture and structure
- professional standards.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of

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assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations or, where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN014 Minimise hazards in a policing environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to maintain safety in a policing environment, including the proper use of personal protective equipment and control of hazards.

This unit applies to those working as police members operating within a policing environment.

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 information security and codes of conduct.

Those undertaking this unit would work independently or under supervision with responsibility for their own functions and outputs. They would undertake specific tasks within established parameters and would develop solutions in mostly predictable contexts.

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

Competency Field

General

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Respond to hazards	1.1 Identify hazards in work environment for reporting purposes. 1.2 Report hazards to designated personnel in accordance with workplace procedures. 1.3 Maintain own safety within workplace. 1.4 Follow instructions to control risks.
2. Use personal protective equipment	2.1 Assess situation to identify personal protective equipment requirements. 2.2 Select personal protective equipment to protect safety of self. 2.3 Use personal protective equipment to protect safety of self. 2.4 Replace personal protective equipment in accordance with operational requirements.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy NA				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN014 Minimise hazards in a policing environment

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying risks associated with hazards
- communicating concerns verbally
- meeting workplace health and safety responsibilities, either verbally or in writing

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- hazard categories
- health and safety signs and symbols
- organisational policies and procedures relating to hazards, risk control and hazard reporting

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN015 Apply media strategies for policing purposes

Modification History

Release 2. Modifications have been made to:

- Performance Criteria
- Performance Evidence

Release 1. This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to engage with media to assist in achieving policing outcomes, including developing and implementing media strategies. It integrates an understanding of the full spectrum of media organisations and sources, including social media, print media, and other public information sources.

This unit applies to police officers with a responsibility to manage media involvement in a range of policing activities, from public awareness campaigns to investigations.

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 related to information security, media liaison, authorisation processes, and codes of conduct.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of services. They would be required to apply liaison, communication and interpersonal skills to perform complex tasks requiring strong adaptability across a broad range of unpredictable contexts.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Develop media strategies	**1.1** Identify potential value of media involvement for policing purposes
	1.2 Communicate with stakeholders to identify objectives of and options for media involvement
	1.3 Evaluate potential risk to policing outcomes from media interest and involvement
	1.4 Identify actions required to achieve objectives through media involvement
	1.5 Assess timelines, resource requirements and security considerations for information release
	1.6 Document media strategies to ensure accountability and responsibility for activities undertaken
	1.7 Adjust media strategies in accordance with changing circumstances and requirements
2 Implement media strategies	**2.1** Utilise media to facilitate planned release of information
	2.2 Provide information in accordance with objectives of media strategies
	2.3 Control and document information released to prevent unauthorised use of information
	2.4 Manage potential risks of media interest and involvement
3 Review media strategies	**3.1** Record and assess media coverage resulting from media strategies to identify potential impact on policing and judicial processes
	3.2 Evaluate outcomes of media strategies to determine effectiveness
	3.3 Identify further avenues of enquiry from outcomes of media strategies

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3.4 Evaluate implementation of media strategies for continuous improvement purposes

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 Companion Volume Implementation Guide.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN015 Apply media strategies for policing purposes

Modification History

Release 2. Modifications have been made to:

- Performance Criteria
- Performance Evidence

Release 1. These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- assessing and evaluating content and implementation of media strategy to determine future actions
- briefing media on investigations while maintaining the integrity of operations
- conducting risk assessments and risk mitigation activities related to potential outcomes of media liaison
- demonstrating flexibility when engaging and interacting with media
- engaging in media events/interviews/briefings
- evaluating legal, operational and jurisdictional responsibilities against value of media involvement
- identifying and selecting options for media involvement, including timeframes, resources and security requirements
- identifying, selecting and implementing media strategy appropriate to purpose
- liaising and negotiating with stakeholders regarding aims and objectives of media strategy
- planning and controlling authorised release of relevant information
- recording media strategies, coverage and information releases.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- communication techniques
- jurisdictional media relations strategies
- jurisdictional policies and procedures related to media liaison, information security, authorisation processes
- legislative requirements related to confidentiality, disclosure, libel, accuracy, and discrimination

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- media practices and organisations
- role of media in disseminating information, including raising public awareness, identifying further avenues of enquiry, and collecting information
- traditional and emerging media formats.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN016 Conduct briefings and debriefings in a policing environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to communicate during briefings and debriefings, including the planning, delivery and conclusion aspects of the process.

This unit applies to those working as police staff in operational and non-operational situations within the policing environment.

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 related to information security.

Those undertaking this unit would work both autonomously and within teams as required. They would be required to apply critical thinking and analysis skills to brief and debrief stakeholders within policing. They would demonstrate ethical and professional policing qualities, and show adaptability while performing complex tasks across a broad range of contexts.

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

Competency Field

General

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Prepare for briefings and debriefings	1.1 Plan delivery of briefings/debriefings by developing a presentation consistent with the requirements of the policing project. 1.2 Identify clients/stakeholders required to attend briefings/debriefings. 1.3 Identify security level of information and deliver briefings/debriefings accordingly. 1.4 Inform client/stakeholders of briefing/debriefing requirements.
2. Conduct the briefings and debriefings	2.1 Outline purpose and structure of the briefings/debriefings to clients/stakeholders. 2.2 Present information in line with jurisdictional standards. 2.3 Assess client/stakeholder understanding of briefings/debriefings. 2.4 Adapt communication techniques to facilitate client/stakeholder understanding. 2.5 Encourage contributions from clients/stakeholders to support the effectiveness of the briefings/debriefings.
3. Conclude the briefings and debriefings	3.1 Respond to feedback/contributions received from client/stakeholder for continuous improvement purposes. 3.2 Record briefing/debriefing outcomes and findings for further actions in line with jurisdictional standards. 3.3 Conduct review of briefings/debriefings to improve own performance.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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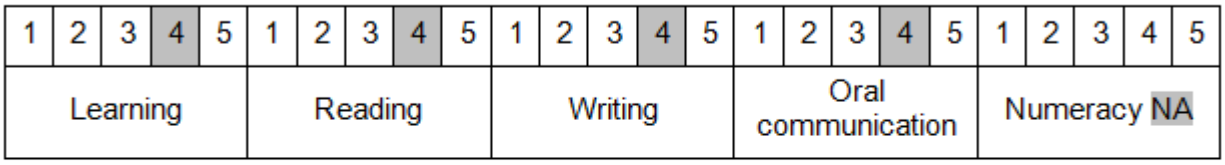
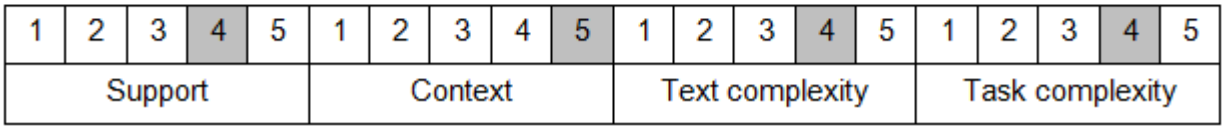
ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN016 Conduct briefings and debriefings in a policing environment

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- planning briefing and debriefing, including identification of stakeholders, security requirements, safe locations, and delivery method
- communicating with clients and stakeholders
- delivering briefing and debriefing, in accordance with plan and/or changing circumstances
- applying communication techniques to facilitate understanding and encourage contributions
- selecting appropriate media to present briefings/debriefings
- addressing and recording feedback and contributions from client and stakeholder
- reviewing own performance

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional policies and procedures related to occupational or workplace health and safety, and conduct of briefing and debriefings
- jurisdictional quality and performance standards
- Commonwealth, state and territory legislation related to information security, privacy, and freedom of information.
- communication techniques

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to practical assessment for this unit. Refer to advice in the companion volumes.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN017 Work collaboratively in a team environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required for working collaboratively in team environments in order to achieve organisational objectives. This includes contributing to performance and capability within policing teams, including participating in team activities, exchanging knowledge and skills, and providing support to fellow team members.

This unit applies to those working as police staff as part of the routine team collaboration that occurs in the policing environment.

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 related to human resource practices.

Those undertaking this unit would be expected to both contribute to and work within a team. They would be required to communicate and transmit knowledge and skills to other team members. They would demonstrate ethical and professional policing qualities, and show adaptability while performing complex tasks across a broad range of contexts.

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

Competency Field

General

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Contribute to team activities	1.1 Recognise roles and responsibilities of team members to encourage collaboration. 1.2 Develop collective understanding of team objectives. 1.3 Identify quality and standard of activities required to meet team objectives. 1.4 Identify timeframes for completion of activities to ensure relevance and timeliness. 1.5 Complete activities in collaboration with team members while adapting to changing circumstances.
2. Share knowledge and information	2.1 Communicate information to team members to achieve team objectives. 2.2 Transfer knowledge and skills to team members to support the completion of team activities within designated timeframes. 2.3 Seek information from team members to support own contributions and personal development.
3. Give and receive support to/from team members	3.1 Provide feedback and assistance to team members to achieve team objectives. 3.2 Seek views and opinions of team members to develop common understandings. 3.3 Mediate competing interests and views of team members to maintain a collaborative team environment.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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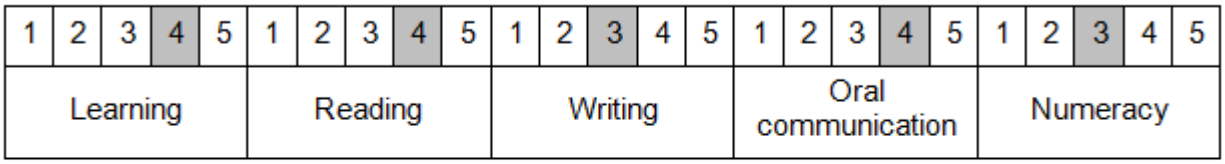
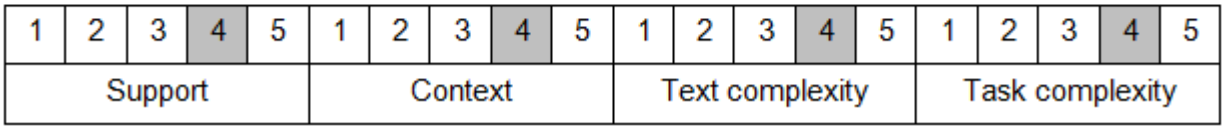
ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN017 Work collaboratively in a team environment

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying team aims, objectives, roles and responsibilities
- completing team activities to organisational standards and within timeframes
- adapting to changing circumstances and requirements
- communicating with team members in a professional manner
- transmitting knowledge and skills to others
- providing assistance, suggestions and feedback
- demonstrating mediation and negotiation skills in a team environment

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- roles and responsibilities of team members
- interaction and implications of non-colocated/virtual teams
- jurisdictional policies and procedures related to human resources, and communication processes
- support services
- constructive feedback techniques
- communication skills

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

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Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN018 Manage persons in care or custody

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLGD007A Manage persons in care or custody. • Content and formatting updated to comply with new standards • Unit recoded POL • All Elements and PC rewritten with operational outcome of the unit maintained

Application

This unit describes the skills required to manage persons in care or custody, including assessing the needs of persons in care or custody, providing services and assistance, and processing individuals.

This unit applies to those working in a policing environment.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment in which they are carried out. Current organisational policies and procedures must be consulted and adhered to, particularly those related to work health and safety (WHS), mental health legislation, custody processes and duty of care obligations.

Those undertaking this unit would generally independently and under mostly indirect supervision. They would perform complex tasks and be required to evaluate and access support from established sources and would show adaptability across a broad range of familiar and/or unpredictable contexts.

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

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Competency Field

General

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Determine assistance required by persons	1.1 Conduct initial assessment to determine whether a care or custody situation exists. 1.2 Assess care or custody situation to determine extent, type and nature of assistance required.
2. Manage persons in care	2.1 Assess persons in care to identify potential risks and requirements. 2.2 Develop care plan in accordance with identified risks and requirements. 2.3 Provide assistance to persons according to care plans. 2.4 Monitor situation to adjust care plan as required. 2.5 Assess risk continually to ensure the security of persons in care. 2.6 Review care plans to support duty of care obligations. 2.7 Communicate information to stakeholders while in care/custody and during handover.
3. Process persons in custody	3.1 Determine custody status of persons to initiate processing. 3.2 Assess special needs of persons in custody to inform processing. 3.3 Assess risk continually to support the security of persons in custody.
4. Provide services to persons in care or custody	4.1 Identify services and resources required to provide support to persons in care/custody in order to develop a care plan, taking into account constraints. 4.2 Identify handover requirements for planning and implementing purposes. 4.3 Document services provided to persons in care/custody for record keeping purposes.

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Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	**3**	4	5	1	2	3	**4**	5	1	2	3	**4**	5	1	2	3	**4**	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA					

Performance variables:

1	2	3	**4**	5	1	2	3	4	**5**	1	2	3	**4**	5	1	2	3	**4**	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLGD007A Manage persons in care or custody.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN018 Manage persons in care or custody

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying extent, type and nature of assistance required by persons in care or custody
- demonstrating situational awareness to identify safety risks to self, colleagues and public
- identifying services and resources, both internal and external, required to manage persons in care and custody
- delivering assistance to persons in care or custody, according to care plan and duty of care obligations
- planning handover requirements for individuals
- communicating verbally and in writing with internal and external stakeholders for both the delivery of services and handovers

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- duty of care responsibilities and custodial practices
- capabilities, powers and authorities of services external to policing
- laws, policies and procedures pertaining to providing for, processing and escorting persons in care or custody
- bail processes
- police cell routines, procedures and security arrangements

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN019 Operate safely within a policing environment

Modification History

Release 2. Modifications have been made to:

- Unit Application
- Elements and Performance Criteria
- Performance and Knowledge Evidence

Release 1. This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

- Content and formatting updated to comply with new standards
- Unit recoded POL
- Title updated
- All Elements and PC rewritten with operational outcome of the unit maintained

Application

This unit describes the skills required to work safely in an operational environment, including responding to safety risks, deploying tactical options and handling police equipment.

This unit applies to those working in a policing environment, commonly in a general duties role.

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 related to work health and safety (WHS) / occupational health and safety (OHS), codes of conduct, and use of force.

Those undertaking this unit would generally work independently under mostly indirect supervision. They would perform complex tasks and be required to evaluate and access support from established sources and would show adaptability across a broad range of contexts that are familiar and/or unpredictable.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

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Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS		PERFORMANCE CRITERIA	
Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Adhere to workplace safety legislation and protocols**	**1.1**	Identify workplace safety risks for assessment and reporting purposes
		1.2	Respond to workplace safety risks to minimise harm to self, colleagues and public
		1.3	Report workplace safety risks to contribute to a safe working environment
		1.4	Use personal protective equipment (PPE) in accordance with situational requirements
2	**Respond to operational safety risks**	**2.1**	Develop response options to operational safety risks using decision making models
		2.2	Implement selected response option in line with the operational factors
		2.3	Maintain communication while deploying selected response option
		2.4	Reassess selected response option and adjust response in accordance with changing circumstances and operational factors
3	**Implement tactical options**	**3.1**	Assess risks to identify tactical options for potential use
		3.2	Determine the necessity of tactical options by assessing situation/operational environment
		3.3	Implement selected tactical option in accordance with decision making/problem solving models
		3.4	Assess the effectiveness of selected tactical option to determine escalation/de-escalation requirements

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	3.5	Justify use of tactical option based on legislation, jurisdictional policies and procedures and situational factors
	3.6	Identify appropriate aftercare to minimise harm to self, colleagues and public
4 Handle police equipment	**4.1**	Secure police equipment to ensure safe use, storage and transportation
	4.2	Check police equipment to identify any issues that may impact on the use of the equipment
	4.3	Report any issues that may impact on the use of the equipment

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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to PUAPOLGD001A Maintain police operational safety.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN019 Operate safely within a policing environment

Modification History

Release 2. Modifications have been made to:

- Unit Application
- Elements and Performance Criteria
- Performance and Knowledge Evidence

Release 1. These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

- Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- assessing and reassessing safety concerns to plan and implement responses
- communicating safety concerns
- employing appropriate de-escalation techniques
- minimising and mitigating risks
- using and handling equipment according to policies and procedures
- using situational awareness to identify risks in the operational environment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- duty of care responsibilities
- jurisdictional decision making/problem solving models
- jurisdictional legislation, policies and procedures, relating to work health and safety (WHS) / occupational health and safety (OHS)
- jurisdictional policies and procedures relating to use of force/tactical options
- jurisdictional safety management systems
- operational safety and use of force principles
- types of police equipment.

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Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations or, where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN020 Communicate within a policing environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to communicate effectively in a policing environment, including engaging with audiences, demonstrating relationship building skills, building consensus among stakeholders, using communication options, and using communication equipment. This unit describes the importance of effective communication within policing to ensure public safety, confidence, law and order.

This unit applies to those working within a policing environment.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment for policing. Organisational policies and procedures must be consulted and adhered to, particularly those related to codes of ethics and conduct, and anti-discrimination.

Those undertaking this unit generally work independently under mostly indirect supervision. They would perform complex tasks and be required to evaluate and access support from established sources and would show adaptability across a broad range of contexts familiar and/or unpredictable.

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

Competency Field

General

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Engage target audience	1.1 Assess information to identify key messages that meet the needs of a target audience. 1.2 Protect the security of information with reference to the risk impact. 1.3 Apply communication techniques to inform a specific target audience.
2. Communicate with influence	2.1 Evaluate communication options to determine option best suited to a specific community. 2.2 Develop communication options taking into account transparency principles and reputational risk.
3. Build relationships with key stakeholders	3.1 Identify key stakeholders to initiate and facilitate engagement. 3.2 Initiate relationships with stakeholders to improve policing service delivery.
4. Demonstrate stakeholder management	4.1 Identify potential conflicts, taking into account stakeholder needs and perceptions. 4.2 Support conflict resolution using conflict handling skills. 4.3 Mediate disputes using negotiation skills. 4.4 Support consensus using liaison skills.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN020 Communicate within a policing environment

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- providing advice regarding support services available to individuals and communities
- building positive relationships with members of communities
- identifying cultural diversity issues and challenges to contribute to solutions
- identifying the needs and expectations of communities
- demonstrating situational awareness
- engaging and capitalising on formal and informal community engagement activities
- maintaining stakeholder relationships through resolution of conflict, negotiation and liaison

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- awareness of cultural, linguistic and religious diversity
- current Commonwealth, state or territory legislation pertaining to discrimination
- external support agencies, their powers and services
- jurisdictional codes of ethics and codes of conduct

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

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Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN021 Provide a policing response

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to provide policing responses, including performing proactive police duties, developing and applying knowledge of the local policing area, understanding police intelligence, responding to incidents, and preserving scenes and evidence. This needs to be done according to professional standards while ensuring a positive presence is maintained.

This unit applies to those working in a policing environment, commonly in a general duties role.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to incident response, command and control, emergency management and scene preservation.

Those undertaking this unit would primarily work independently or under limited or indirect supervision, while performing specific tasks in a broad range of contexts. They would be required to interpret behaviours, apply decision making and problem solving skills and develop solutions.

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

Competency Field

General

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Perform proactive policing duties	1.1 Plan patrols in accordance with jurisdictional and unit objectives. 1.2 Conduct patrols for crime prevention and public safety purposes. 1.3 Gather information through patrol activities. 1.4 Interpret and share information with authorised stakeholders. 1.5 Assess information and intelligence to inform policing services.
2. Develop and apply knowledge of the local policing area	2.1 Identify sources of information for policing intelligence purposes. 2.2 Evaluate information to determine relevance to local policing area. 2.3 Assess local policing area to identify particular areas of focus for policing services. 2.4 Establish communication lines and networks with individuals/communities. 2.5 Develop policing responses based on gathered local policing area information and intelligence. 2.6 Assess local policing area issues for reporting and intelligence purposes.
3. Develop police intelligence	3.1 Use current jurisdictional strategies, objectives, initiatives and priorities to inform policing responses. 3.2 Assess persons or groups of interest to identify particular areas of focus for policing purposes. 3.3 Identify trends to assess potential impact on local policing area. 3.4 Access sources of information to inform policing responses.
4. Respond to incidents	4.1 Assess nature of incident to identify risk and policing response options. 4.2 Identify resources required for policing response to incident. 4.3 Plan policing response taking into account the nature of the incident and other impacting factors. 4.4 Implement response in a manner which minimises risk to safety of self, colleagues and public. 4.5 Assess the incident on continually to adjust policing response. 4.6 Conduct briefings and debriefings to ensure the sharing of information. 4.7 Identify follow up actions to adjust or inform policing response. 4.8 Evaluate policing response for quality management and

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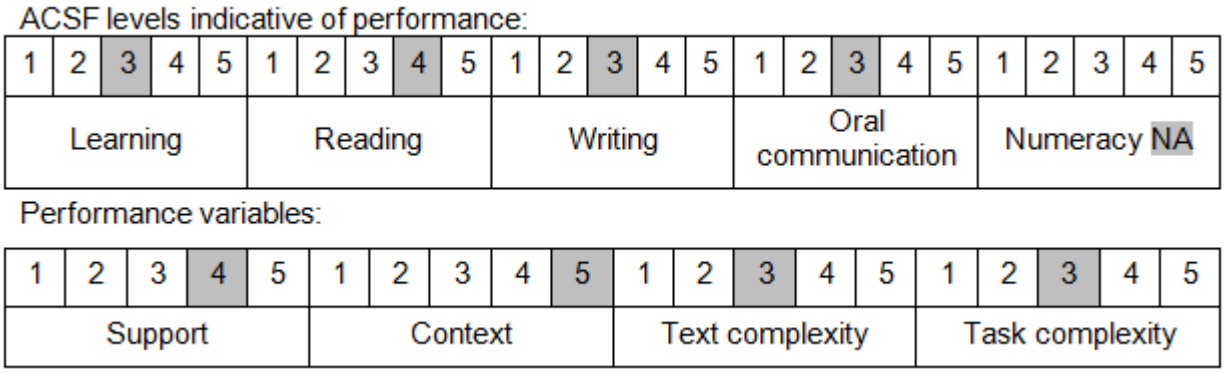
	self-reflection purposes.
5. Preserve incident scene and evidence	5.1 Identify primary and secondary or subsequent incident scenes for further investigation. 5.2 Secure scenes to protect evidence and for further investigation purposes. 5.3 Identify persons of interest at the incident scene for further investigation purposes. 5.4 Secure evidence to support policing, court and judicial processes.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN021 Provide a policing response

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- presenting oneself in a professional manner
- conducting planned patrols and engaging with community members
- collecting and assessing information and intelligence for reporting purposes
- identifying areas of focus for policing responses based on persons/groups of interest, jurisdictional goals, trends, and sources of information
- developing, implementing and continually assessing policing responses based on situational requirements, available resources, and risks
- identifying primary and subsequent incident scenes, and associated persons of interest
- securing and preserving incident scenes and evidence
- minimising risks to self, colleagues and public
- completing required post-incident actions, including debriefings, follow up actions, reports and response reviews

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- patrol processes, in line with jurisdictional policies and procedures
- jurisdictional command and control/incident response policies and procedures
- capabilities, powers and authorities of services external to policing
- inter-agency emergency management arrangements
- role and responsibilities of police in emergency management incidents
- scene preservation and examination procedures
- duty of care and use of force responsibilities

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- jurisdictional laws, by-laws and regulations relating to offences against persons and property
- jurisdictional laws, by-laws and regulations covering discrimination and disability
- jurisdictional policies covering reactive operational safety issues and practices
- reporting requirements in relation to operational activities

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN022 Conduct an initial investigation

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLGD003A Undertake initial police investigation. • Content and formatting updated to comply with new standards • Unit recoded POL • Title updated • All Elements and PC rewritten with operational outcome of the unit maintained

Application

This unit describes the competencies required to conduct initial investigations, including managing incident scenes, assessing information and evidence, managing exhibits, using evidentiary equipment, managing and interviewing diverse participants, conducting searches and processing persons of interest.

This unit applies to those working in a policing environment, typically in a general duties role.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to preservation of evidence, collecting of information, handling of exhibits and lawful searches.

Those undertaking this unit would primarily work independently or under limited supervision, while performing specific tasks in a broad range of contexts. They would be required to apply decision making and problem solving skills to interpret behaviours and develop solutions.

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

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Competency Field

General

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Manage incident/crime scene	1.1 Conduct a risk assessment to protect safety of self, colleagues and public. 1.2 Assess scene to determine whether initial investigation is required. 1.3 Secure scene and evidence to facilitate investigation and preserve integrity of evidence. 1.4 Establish communication links with internal and external stakeholders to facilitate investigation. 1.5 Identify and communicate resource requirements to internal and external stakeholders. 1.6 Recognise and adhere to the chain of command particular to the scene. 1.7 Identify potential persons of interest and potential witnesses to support the investigation. 1.8 Identify and interpret details of the scene for recording purposes.
2. Assess information and evidence related to incident/crime scene	2.1 Assess identified information for potential relevance to investigation. 2.2 Identify and gather potential evidence for recording and investigation purposes. 2.3 Evaluate information and evidence to determine whether an offence has been committed. 2.4 Evaluate information and potential evidence to determine its evidentiary value.
3. Manage exhibits	3.1 Handle exhibits to minimise contamination and maintain integrity. 3.2 Adhere to continuity of evidence principles to preserve the evidentiary value of exhibits. 3.3 Assess exhibits to determine whether further forensic analysis is required.
4. Use evidentiary equipment	4.1 Select evidentiary equipment that is suitable for evidence collection requirements.

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	4.2 Inspect serviceability/usability of evidentiary equipment. 4.3 Check evidentiary equipment to identify any issues that may impact on the use of the equipment.
5. Manage interviewee	5.1 Identify potential interviewees. 5.2 Develop an initial investigation plan, taking into account interviewee credibility and accessibility. 5.3 Assess welfare of interviewee for referral purposes. 5.4 Take statements from interviewee. 5.5 Assess statements for potential relevance and use in investigation. 5.6 Review statements with interviewee to ensure detail and chronology have been accurately recorded.
6. Conduct an interview	6.1 Plan interview, taking into account impacting factors. 6.2 Explain the interview process to interviewee to provide an understanding of legal rights and investigative interviewing processes. 6.3 Use investigative interviewing techniques to identify and collect relevant information.
7. Conduct searches	7.1 Determine search options in accordance with legislated police powers. 7.2 Conduct risk assessment to protect safety of self, colleagues and public. 7.3 Plan search according to investigation requirements and resource constraints. 7.4 Conduct searches in a manner that minimises risk to self and organisational reputation.
8. Manage persons of interest	8.1 Process persons of interest with due diligence to duty of care. 8.2 Assess detention options taking into account the individual person of interest. 8.3 Consider options for initiating judicial processes, taking into account the nature of the offence and evidence collected.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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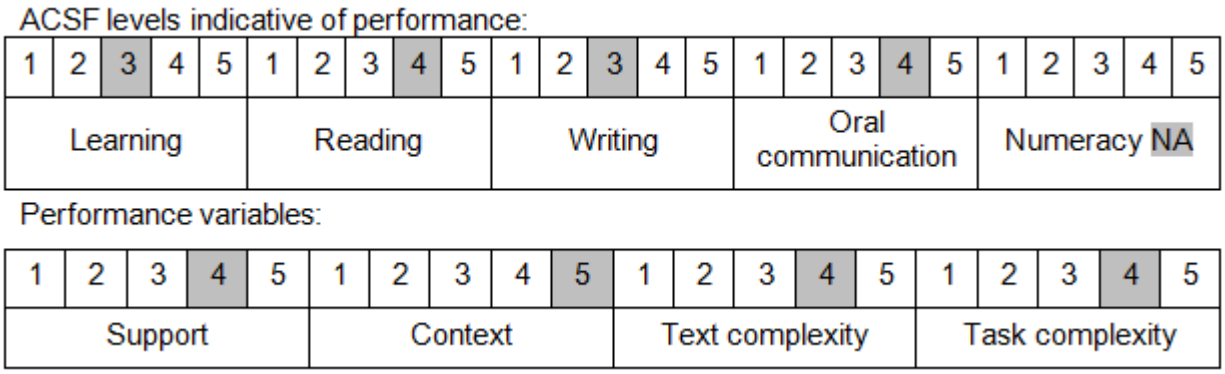

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLGD003A Undertake initial police investigation.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN022 Conduct an initial investigation

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- securing and preserving incident scene and evidence while ensuring the safety of self, colleagues and public is protected
- communicating with internal and external stakeholders
- identifying persons relevant to the investigation, including witnesses, victims and persons of interest
- processing incident scene, including persons of interest, witnesses, scene details, and evidence
- developing investigation plan, with consideration of resources, witnesses, search and detention options
- gathering information and evidence to determine nature of crime(s) committed
- demonstrating investigative interviewing techniques to gather information and take accurate statements
- exercising police powers with tact, discretion and sensitivity in an ethical manner and in accordance with legal and organisational policies and procedures
- assessing welfare of victims and witnesses for referral purposes

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- investigation principles
- investigative and interviewing techniques

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- duty of care responsibilities
- jurisdictional policies and procedures for preparation, filing and execution of search and arrest warrants
- jurisdictional policies and procedures related to the collection, seizure, management, and handling of exhibits, property and potential evidence
- Rules of Evidence and its application within policing
- court processes and protocols
- bail processes
- jurisdictional codes of practice
- capabilities, powers and authorities of services external to policing

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN023 Apply legislation and judicial processes in policing

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to apply current legislation and undertake policing activities within judicial processes. This includes interpreting and applying legislation for policing responses, exercising police powers, preparing judicial documents, collaborating with stakeholders and participating in judicial processes.

This unit applies to those working in a policing environment, typically in a general duties role.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to police powers, court processes and procedures, and proofs of evidence.

Those undertaking this unit would primarily work autonomously or under limited supervision, while completing complex tasks in a broad range of contexts. They would be required to apply decision making and problem solving skills to interpret behaviours and develop solutions.

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

Competency Field

General

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to demonstrate

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essential outcomes	achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Apply legislation for policing purposes	1.1 Identify sources of legislation for use within policing. 1.2 Demonstrate the connection between legislation and police powers. 1.3 Categorise legislation according to fitness for purpose. 1.4 Apply the Rules of Evidence to the delivery of policing services. 1.5 Differentiate between categories of offences/crimes in terms of their respective elements.
2. Apply legislation related to offences	2.1 Assess incident/situation to establish whether an offence has been committed. 2.2 Identify relevant sections of legislation applicable to incident/situation to inform policing response. 2.3 Identify potential evidence of offences for charging purposes.
3. Apply legislative powers and cautions	3.1 Identify legislative sources of police powers to inform policing responses. 3.2 Identify factors that may impact on policing response. 3.3 Exercise police powers in accordance with jurisdictional policies and procedures. 3.4 Deliver relevant cautions and rights in line with police powers, jurisdictional requirements and case law.
4. Prepare judicial documents	4.1 Assess and document proof of evidence. 4.2 Review judicial documents for compliance purposes. 4.3 Develop briefs of evidence in accordance with the Rules of Evidence.
5. Prepare and work with persons involved in judicial process	5.1 Determine roles and responsibilities of persons identified to be involved in the judicial process. 5.2 Prepare persons for their involvement in the judicial processes. 5.3 Adhere to the timeframes and governance structures of judicial documents. 5.4 Monitor transport, accommodation and security requirements to facilitate court appearances. 5.5 Identify liaison, care/custody, support and referral requirements of persons involved in the judicial process.
6. Undertake court procedures	6.1 Dispose of property and exhibits in accordance with legislation and jurisdictional requirements. 6.2 Inform relevant parties of court results.

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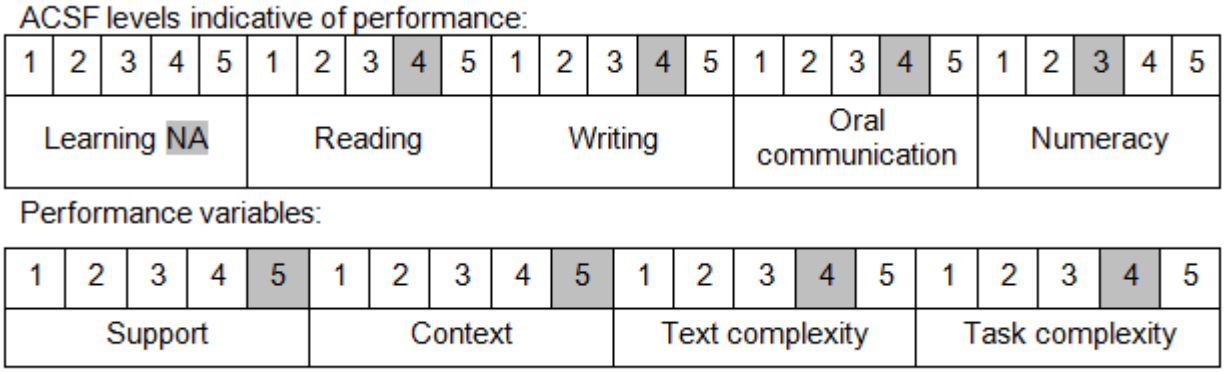
Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN023 Apply legislation and judicial processes in policing

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying sources of legislation which relate to policing
- applying legislation to scenarios to inform the use of police powers
- enforcing common law principles and current legislation
- establishing whether an offence has been committed, relevant and sufficient evidence has been gathered, and suspects have been charged with the correct offence
- communicating with stakeholders as part of policing responses and judicial processes
- developing briefs of evidence which comply with judicial policies and current legislation
- facilitating court processes by providing services to witnesses/victims/offenders
- describing the Rules of Evidence

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- hierarchy of Australian court system in relation to police processes
- current Commonwealth, national, state or territory legislation which outlines powers and responsibilities applicable to policing
- offences and the elements which constitute such offences
- Rules of Evidence
- current and relevant care law and legal precedents, as determined by police jurisdictions
- capabilities, powers and authorities of services external to policing
- court and bail procedures and processes
- professional standards

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN024 Deliver policing services

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to deliver policing services, including engaging with individuals and communities, and providing policing services.

This unit applies to those working in a policing environment, typically in a general duties role.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to codes of ethics and conduct, human rights and anti-discrimination.

Those undertaking this unit would primarily work independently or under limited supervision, while performing complex tasks in a broad range of contexts. They would be required to apply decision making and problem solving skills to interpret behaviours and develop solutions.

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

Competency Field

General

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Work with individuals/communities	1.1 Identify individual/community profiles and points of diversity to inform policing services. 1.2 Assess individual/community needs to prioritise policing services. 1.3 Evaluate service delivery options in line with service delivery standards of agency and jurisdictions. 1.4 Identify police service options in support of individuals and community needs. 1.5 Allocate resources to meet the needs of specific individuals/communities. 1.6 Communicate operational status and matters to individuals/communities. 1.7 Respond to feedback from individuals/communities to continually improve policing service delivery. 1.8 Identify special support services available from external stakeholders for referral purposes.
2. Engage with individuals with special needs	2.1 Assess special needs to inform policing services. 2.2 Identify support options for actioning or referral purposes. 2.3 Provide police services in an ethical manner.
3. Provide policing services	3.1 Plan engagement activities, taking into account environment and resourcing factors. 3.2 Assess individual/community engagement continually to identify changing needs, constraints and policing service requirements. 3.3 Demonstrate problem-solving/decision making skills when providing policing services.

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Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	**4**	5	1	2	3	**4**	5	1	2	3	**4**	5	1	2	3	**4**	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA					

Performance variables:

1	2	3	**4**	5	1	2	3	4	**5**	1	2	3	**4**	5	1	2	3	**4**	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN024 Deliver policing services

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying and recognising the needs and expectations of individuals and communities
- identifying cultural diversity issues and challenges to contribute to solutions
- engaging with, actively listening to and responding to individuals and communities
- providing advice regarding support services available to individuals and communities
- developing, conducting and contributing to crime prevention and reduction activities

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- duty of care
- codes of conduct
- codes of ethics
- human rights acts and legislation
- anti-discrimination legislation
- cultural, linguistic and religious diversity
- freedom of information and privacy issues
- capabilities, powers and authorities of services external to policing

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

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Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN025 Deliver road policing services

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the fundamental skills required to police roads in a safe and professional manner, including the ability to apply road safety principles, control traffic, drive safely and conduct initial crash investigations.

This unit applies to those working in a policing environment, typically in a general duties role.

The skills and knowledge described in this unit must be carried out 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 related to work health and safety (WHS), use of force, and pursuits.

Those undertaking this unit would primarily work independently or under limited supervision, while performing specific/specified tasks in a broad range of contexts. They would be required to apply decision making and problem solving skills to interpret behaviours and develop solutions.

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

Competency Field

General

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

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	further information is detailed in the range of conditions section.
1. Apply road safety principles	1.1 Assess road conditions in order to determine whether the situation is or may become unsafe. 1.2 Identify and analyse unsafe road situation to inform policing actions and referrals. 1.3 Inspect vehicle safety and roadworthiness to determine potential safety risks. 1.4 Identify unsafe driver behaviour and traffic offences to inform policing actions.
2. Control traffic	2.1 Use personal protection equipment when controlling traffic. 2.2 Direct traffic using traffic signals. 2.3 Regulate traffic flow in accordance with safety principles. 2.4 Coordinate traffic movement to minimise risks to safety of self, colleagues, and public.
3. Enforce road policing legislation	3.1 Apply current legislation to inform road policing services. 3.2 Identify traffic offences for road policing and law enforcement purposes. 3.3 Assess road situation to identify potential offences or crimes of a general nature. 3.4 Conduct vehicle stops and pullovers. 3.5 Detect potential offences using road policing equipment.
4. Conduct initial investigations of crash incidents	4.1 Manage crash incidents to support traffic flow and safety of self, colleagues and public. 4.2 Secure crash incident scene to identify and protect potential evidence. 4.3 Assess crash incidents to determine resources required. 4.4 Gather details of potential witnesses, offenders and victims for further investigation purposes.
5. Demonstrate safe driving	5.1 Assess police vehicles for operational suitability and fitness for purposes. 5.2 Perform pre-drive checks to establish vehicle’s operational readiness and safety. 5.3 Demonstrate safe driving techniques in controlled scenarios. 5.4 Assess urgent duty calls and road situations to inform police response.
6. Demonstrate an understanding of police pursuits	6.1 Analyse road situations to identify police response options. 6.2 Perform operational driving while demonstrating situational awareness to reflect changing situations, conditions, or as directed by jurisdiction. 6.3 Pursue potential offenders with high regard to the safety of self, colleagues and public.

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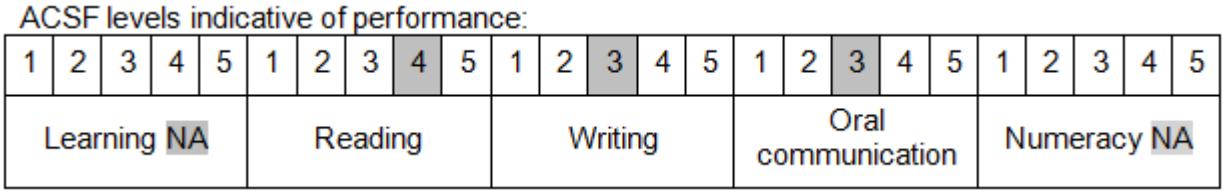
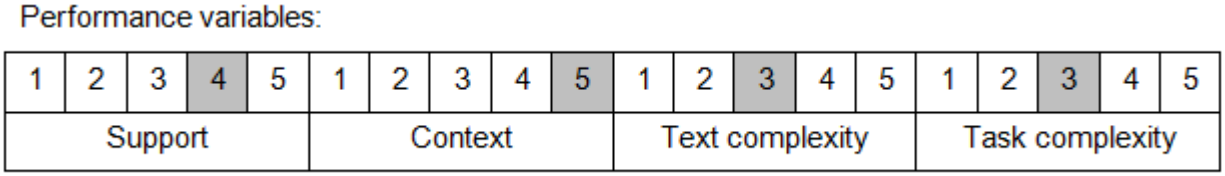
	6.4 Identify impact of use of force principles on police pursuit responses. 6.5 Identify and comply with roles and responsibilities of police jurisdictions when conducting cross border pursuits.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.





Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN025 Deliver road policing services

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying legislation relevant to road policing
- assessing road situations to identify safety issues related to road conditions, drivers, and vehicles
- referring and reporting safety issues to internal and external stakeholders
- directing and managing traffic flow, including the use of hand signals and PPE
- assessing road policing scenarios to identify traffic offences and offences or crimes of a general nature
- conducting vehicle stops and pullovers
- securing and protecting crash incident scene and evidence
- communicating with stakeholders at crash incident scene
- preparing and driving police vehicles to deliver policing responses
- demonstrating safe police pursuit practices

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- WHS legislation
- jurisdictional policies and procedures related to WHS
- driver education
- rights of road users

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

- Consideration must be given to practical assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN027 Promote safety and wellbeing within policing

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Application

This unit describes the skills required to supervise and protect the safety of individuals within the policing environment. It includes protecting the wellbeing of individuals within policing, acknowledging that the place of work for police officers differs depending on their role and location of policing functions.

This unit applies to those working as a police supervisor with responsibilities to protect the safety and welfare of individuals and teams.

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 related to work health and safety (WHS), roles and responsibilities, and support services.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of services. The individual would be responsible for supervising individuals and teams, providing guidance and assistance, and displaying leadership as part of routine command duties. They would perform complex tasks within familiar and/or unpredictable contexts.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Protect wellbeing of individuals	**1.1** Assess factors which may impact on wellbeing of individuals
	1.2 Eliminate or mitigate immediate exposure to workplace risks to prevent or minimise further harm
	1.3 Make referrals to internal and external services to support the safety and wellbeing of individuals
	1.4 Monitor safety and wellbeing of individuals
2 Manage safety hazards	**2.1** Identify hazards that may impact upon safety of individuals
	2.2 Assess hazards, consult and develop preventive measures
	2.3 Communicate hazards to prevent harm occurring
	2.4 Implement measures to minimise likelihood and consequence of a hazard
	2.5 Monitor individual and team behaviours and activities to ensure compliance with jurisdictional policies and procedures
3 Investigate safety hazards and incidents	**3.1** Assess the nature of hazards/incidents to determine investigative responses
	3.2 Interview individuals involved to collect information relating to hazards/incidents
	3.3 Access internal and external sources of information relating to hazards/incidents
	3.4 Liaise with subject matter experts in order to collect information for developing potential solutions to hazards/incidents
	3.5 Develop options and recommendations in support of solutions to address hazards/incidents
	3.6 Report and escalate findings to identified stakeholders

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4	**Implement solutions to safety hazards and incidents**	**4.1** Take immediate action/practical steps to minimise/address hazards/incidents
		4.2 Communicate with internal and external stakeholders regarding requirements for solution implementation
		4.3 Arrange service/assistance required to resolve hazards/incidents
		4.4 Monitor solution implementation
		4.5 Review solutions to ensure hazards/incidents are addressed

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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces but is not equivalent to POLGEN002 Promote workplace safety within policing

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN027 Promote safety and wellbeing within policing

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- addressing and minimising exposure to hazards
- advising staff of available welfare/support systems
- compiling information related to identified hazards
- consulting with stakeholders
- developing and implementing preventive measures for potential hazards
- developing and implementing solutions to hazards
- identifying and assessing hazards to inform others and determine reporting requirements
- making referrals to support services on the basis of wellbeing assessments and early intervention requirements
- recording solutions and reporting hazards
- reviewing and evaluating solutions to develop recommendations and complete activities.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- current Commonwealth, national, state or territory legislation, as well as jurisdictional policies and procedures relating to health, safety and wellbeing
- duty of care responsibilities and custodial practices
- internal and external support arrangements and services
- jurisdictional early intervention systems
- jurisdictional safety management systems
- jurisdictional welfare management systems
- operational safety and use of force principles
- physical and psychological hazards
- supervisory roles and responsibilities as related to health, safety and wellbeing
- warning signs that indicate potential psychological harm or trauma.

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Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations or, where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN028 Facilitate community and stakeholder engagement for policing purposes

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Application

This unit describes the skills required to facilitate community and stakeholder engagement, including developing understanding of community-specific needs, demonstrating informed practice, and delivering policing services to communities.

This unit applies to those working as a police supervisor with responsibilities to lead the community and stakeholder engagement process.

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 related to codes of ethics and codes of conduct.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of services. The individual would be responsible for supervising small teams, providing guidance and assistance, and displaying leadership as part of routine command duties. They would perform routine tasks within familiar and/or unpredictable contexts.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Develop understanding of communities and stakeholders	**1.1** Gather information continuously in order to understand characteristics, complexity and diversity within communities and stakeholders
	1.2 Analyse information to identify and manage communities' and stakeholders' needs, expectations and perceptions
	1.3 Assess capacity and capability of policing to meet communities' and stakeholders' needs and expectations
	1.4 Assess capacity and capability of communities and stakeholders to support police outcomes
2 Demonstrate informed practice to lead community and stakeholder engagement	**2.1** Use gathered information to develop tailored policing services
	2.2 Communicate diversity issues and expectations to teams and communities and stakeholders
	2.3 Disseminate information to teams and communities and stakeholders to support policing strategies
	2.4 Provide support and advice to teams to facilitate stakeholder engagement
3 Engage continuously with community and stakeholders	**3.1** Identify jurisdictional objectives to guide approach to community and stakeholder engagement
	3.2 Ensure participation in formal/informal public events to build community and stakeholder confidence and trust
	3.3 Seek out community and stakeholder members to develop networks
	3.4 Collaborate with communities and stakeholders to enhance police outcomes through partnerships
	3.5 Empower communities and stakeholders to be involved in developing solutions

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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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces but is not equivalent to POLGEN003 Facilitate community engagement for policing purposes

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN028 Facilitate community and stakeholder engagement for policing purposes

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- collecting information to develop an understanding of community and stakeholder characteristics
- communicating information regarding community engagement to internal and external stakeholders
- demonstrating informed practice through the delivery of tailored policing services
- developing relationships with community and stakeholder members to facilitate consultation and collaboration
- identifying and evaluating jurisdictional strategic objectives related to community and stakeholder engagement
- leading and supervising team members' engagement with communities and stakeholders
- translating jurisdictional policies and priorities to community and stakeholder members to facilitate understanding.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- awareness of the local policing area
- crime prevention methodologies
- cultural diversity and sensitivities
- empathy and understanding of civil environments
- jurisdictional strategic objectives regarding community engagement
- political awareness of the environment in which policing services are delivered
- roles and responsibilities of communities and stakeholders
- understanding of the complexities and intricacies of, and interface with, diverse communities and stakeholders
- vulnerable groups.

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Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations or, where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN029 Manage persons in care or custody

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Application

This unit describes the skills required to manage persons in care or custody, including determining assistance required by persons in care or custody, and providing services and assistance to support safety and wellbeing.

This unit applies to those working in a policing environment, commonly in a general duties role.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment in which they are carried out. Current organisational policies and procedures must be consulted and adhered to, particularly those related to work health and safety (WHS) / occupational health and safety (OHS), mental health legislation, custody processes and duty of care obligations.

Those undertaking this unit would generally work independently and under mostly indirect supervision. They would perform complex tasks and be required to evaluate and access support from established sources and would show adaptability across a broad range of familiar and/or unpredictable contexts.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential	Performance criteria describe the performance needed to

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outcomes.	demonstrate achievement of the element.
1 Determine assistance required by persons	**1.1** Assess circumstances to identify whether a care or custody situation exists
	1.2 Assess a care or custody situation to determine the extent, type and nature of assistance required
2 Manage persons in care or custody	**2.1** Assess persons in care to identify potential risks and requirements
	2.2 Assess risks to protect safety of self, colleagues and public
	2.3 Conduct a search of a person in a safe manner
	2.4 Provide assistance to person in response to care requirements
	2.5 Monitor situations to adjust care as required
	2.6 Assess environmental risks to ensure the safety and wellbeing of persons in care or custody
	2.7 Review care provided to support duty of care obligations
	2.8 Communicate information to stakeholders while person is in care or custody and during handover

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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces but is not equivalent to POLGEN018 Manage persons in care or custody.

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Links

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Assessment Requirements for POLGEN029 Manage persons in care or custody

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- communicating verbally and in writing
- completing handover requirements for persons in care or custody
- documenting the services provided to persons in care or custody
- identifying referral requirements
- identifying safety risks to self, colleagues and public
- identifying services and resources, both internal and external, required to manage persons in care or custody
- seeking advice.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- capabilities, powers and authorities of services external to policing
- duty of care responsibilities and custodial practices
- jurisdictional legislation, policies and procedures relating to care or custody management.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations or, where this is not available, in

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simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

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POLGEN030 Provide a policing response

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Application

This unit describes the skills required to provide policing responses, including performing proactive police duties, developing and applying knowledge of the local policing area, responding to incidents, and preserving scenes and evidence.

This unit applies to those working in a policing environment, commonly in a general duties role.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to incident response, command and control, emergency management and scene preservation.

Those undertaking this unit would primarily work independently or under limited or indirect supervision, while performing specific tasks in a broad range of contexts. They would be required to interpret behaviours, apply decision making and problem-solving skills and develop solutions.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential	Performance criteria describe the performance needed to

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outcomes.		demonstrate achievement of the element.
1	**Perform proactive policing duties**	**1.1** Plan patrols in accordance with unit, divisional and organisational objectives
		1.2 Conduct patrols for crime prevention and public safety purposes
		1.3 Gather information through patrol activities
		1.4 Share information with authorised stakeholders
2	**Demonstrate knowledge of the local policing area**	**2.1** Identify sources of information for policing intelligence purposes
		2.2 Assess local policing area to identify areas of focus for policing services
		2.3 Establish communication lines and networks with individuals/communities
		2.4 Gather information to support the development of intelligence
3	**Respond to incidents**	**3.1** Assess nature of incident to identify risk and response options
		3.2 Identify resources required for response to incident
		3.3 Plan response, taking into account the nature of the incident and other impacting factors
		3.4 Implement response in a manner which minimises risk to safety of self, colleagues and public
		3.5 Reassess the incident to adjust response
		3.6 Provide briefings to support the response and ensure the sharing of information
4	**Preserve incident scene and evidence**	**4.1** Identify primary and secondary incident scenes for further investigation
		4.2 Secure scenes to protect evidence and for further investigation purposes
		4.3 Identify witnesses and persons of interest at the incident scene for further investigation purposes
		4.4 Secure evidence to support policing, court and judicial

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processes

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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces but is not equivalent to POLGEN021 Provide a policing response

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN030 Provide a policing response

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- assessing and reassessing own response
- collecting information
- completing required post-incident actions
- conducting planned patrols and engaging with community members
- minimising risks to self, colleagues and public
- securing and preserving incident scenes and evidence.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- capabilities, powers and authorities of services external to policing
- jurisdictional policies and procedures relating to incident response, patrols and command and control
- reporting requirements in relation to operational activities
- role and responsibilities of police in emergency management incidents
- scene preservation and examination procedures.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

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Assessment must occur in workplace operational situations or, where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN031 Conduct an initial investigation

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Application

This unit describes the competencies required to conduct initial investigations, including managing incident scenes, gathering and assessing information and evidence, managing exhibits, interviewing participants, conducting searches and processing persons of interest.

This unit applies to those working in a policing environment, typically in a general duties role.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to preservation of evidence, collecting of information, handling of exhibits and lawful searches.

Those undertaking this unit would primarily work independently or under limited supervision, while performing specific tasks in a broad range of contexts. They would be required to apply decision making and problem-solving skills to interpret behaviours and develop solutions.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

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1	**Manage incident scene**	**1.1**	Assess situation to determine whether an investigation is required
		1.2	Secure scene and evidence to facilitate investigation
		1.3	Communicate resource requirements to internal and external stakeholders
		1.4	Identify potential witnesses and persons of interest to support the investigation
		1.5	Identify details of the scene for recording purposes
2	**Gather information and evidence**	**2.1**	Identify information that may be relevant to the investigation
		2.2	Collect information in an ethical and professional manner
		2.3	Collect potential evidence for recording and investigation purposes
3	**Assess information and evidence**	**3.1**	Determine relevance of information to investigation
		3.2	Evaluate information and evidence to determine whether an offence has been committed
4	**Manage exhibits**	**4.1**	Handle exhibits to minimise contamination and maintain integrity
		4.2	Adhere to continuity of evidence principles to preserve the evidentiary value of exhibits
		4.3	Assess exhibits to determine whether further forensic analysis is required
		4.4	Use evidentiary recording and collection equipment to manage and store exhibits
5	**Interview victims and witnesses**	**5.1**	Develop an initial interview plan to obtain information and support investigation
		5.2	Assess welfare of victims/witness for referral purposes
		5.3	Take statements from victims/witness
		5.4	Review statements with victims/witness to ensure details and chronology have been accurately recorded

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	5.5	Assess statements to identify potential avenues of further inquiry within the investigation
6 Conduct an interview with persons of interest	**6.1**	Manage interview process in accordance with custody requirements
	6.2	Plan interview in accordance with investigative requirements
	6.3	Explain the interview process to person of interest to provide a caution and an understanding of legal rights
	6.4	Use investigative interviewing techniques to identify and collect relevant information
	6.5	Assess further options for judicial processes, taking into account the nature of the offence and evidence collected
7 Complete searches	**7.1**	Assess risk to protect safety of self, colleagues and public
	7.2	Plan search according to legislative requirements and resource constraints
	7.3	Conduct search of person, vehicle or place in a safe and lawful manner

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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces but is not equivalent to POLGEN022 Conduct an initial investigation.

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Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN031 Conduct an initial investigation

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- assessing welfare of victims and witnesses for referral purposes
- demonstrating investigative interviewing techniques to gather information and take accurate statements
- exercising police powers in an ethical manner and in accordance with legislation and organisational policies and procedures
- gathering information and evidence to determine nature of incident
- identifying lines of inquiry
- organising and accessing information using jurisdictional information management technologies
- planning investigation, with consideration of resources, witnesses, search and detention options
- referring information to relevant stakeholders
- securing and preserving incident scene and evidence.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- duty of care responsibilities
- investigation principles
- investigative and interviewing techniques
- jurisdictional policies and procedures for preparation, filing and execution of search and arrest warrants
- jurisdictional policies and procedures related to data and information security
- jurisdictional policies and procedures related to the collection, seizure, management, and handling of exhibits and property
- legislation and jurisdictional policies and procedures related to jurisdictional information management technologies
- legislation related to freedom of information, human rights and privacy

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- Rules of Evidence.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations or, where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN032 Apply legislation and judicial processes in policing

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Application

This unit describes the skills required to apply current legislation and undertake policing activities within judicial processes. This includes applying legislation related to offences, applying legislative powers, preparing judicial documents and participating in court proceedings.

This unit applies to those working in a policing environment, typically in a general duties role.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to police powers, court processes and procedures, and proofs of evidence.

Those undertaking this unit would primarily work autonomously or under limited supervision, while completing complex tasks in a broad range of contexts. They would be required to apply decision making and problem-solving skills to interpret behaviours and develop solutions.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

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1	**Apply legislation related to offences**	**1.1**	Differentiate between categories of offences/crimes in terms of their respective elements
		1.2	Assess incident/situation to establish whether an offence has been committed
		1.3	Identify relevant sections of legislation applicable to incident/situation to inform policing response
		1.4	Identify potential evidence of offences for prosecution purposes
2	**Apply legislative powers and cautions**	**2.1**	Identify police powers to inform policing responses
		2.2	Exercise police powers lawfully
		2.3	Assess alternative prosecution options to determine an appropriate response
		2.4	Apply alternative prosecution options in accordance with the incident/situation
3	**Prepare judicial documents**	**3.1**	Identify judicial documentation required for the proceeding
		3.2	Complete judicial documentation in accordance with the Rules of Evidence
		3.3	Submit judicial documentation in accordance with reporting requirements
		3.4	Adhere to the timeframes and governance structures of judicial documents
4	**Participate in court proceedings**	**4.1**	Engage with victims, witnesses and court officials to support court process
		4.2	Give oral testimony in accordance with the rules of the court
		4.3	Manage exhibits throughout court proceedings

Foundation Skills

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

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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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces but is not equivalent to POLGEN023 Apply legislation and judicial processes in policing

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN032 Apply legislation and judicial processes in policing

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying legislation to scenarios to inform the use of police powers
- applying the Rules of Evidence
- communicating with stakeholders as part of policing responses and judicial processes
- developing judicial documentation which complies with policies and legislation
- establishing whether an offence has been committed, relevant and sufficient evidence has been gathered, and suspects have been charged with the appropriate offence
- facilitating court processes by providing services to witnesses, victims or offenders
- identifying sources of legislation which relate to policing.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- Commonwealth, state or territory legislation which outlines powers and responsibilities applicable to policing
- court, bail and warrant procedures and processes
- offences and the elements which constitute such offences
- relevant case law and legal precedents
- Rules of Evidence.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy

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requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations or, where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN033 Deliver policing services

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Application

This unit describes the skills required to deliver policing services, including engaging with individuals and communities, building relationships with communities, applying communication techniques and engaging with individuals with specific needs.

This unit applies to those working in a policing environment, typically in a general duties role.

The skills and knowledge described in this unit must be applied within the current legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to codes of ethics and conduct, human rights and anti-discrimination.

Those undertaking this unit would primarily work independently or under limited supervision, while performing complex tasks in a broad range of contexts. They would be required to apply decision making and problem-solving skills to interpret behaviours and develop solutions.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

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1	**Engage with the community**	**1.1**	Identify dimensions of diversity which may impact on policing response
		1.2	Demonstrate understanding of community members to inform policing response
		1.3	Identify police service options in support of individuals and community needs
		1.4	Identify special support services for referral purposes
		1.5	Provide policing services to support individuals with specific needs
2	**Build relationships with communities**	**2.1**	Identify key stakeholders to initiate engagement
		2.2	Develop relationships with individuals to improve policing services
		2.3	Create networks within communities to build community confidence
3	**Apply communication techniques**	**3.1**	Use communication techniques appropriate to incident
		3.2	Support conflict resolution using conflict handling skills
		3.3	Use de-escalation techniques in the delivery of policing services
		3.4	Negotiate with individuals to mediate disputes

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 POL Police Training Package Companion Volume Implementation Guide.

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Unit Mapping Information

This unit replaces but is not equivalent to POLGEN024 Deliver policing services

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN033 Deliver policing services

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- building positive relationships with members of communities
- engaging in formal and informal community engagement activities
- engaging with, actively listening and responding to, individuals and communities
- identifying and recognising the needs and expectations of individuals and communities
- identifying cultural diversity issues and challenges to contribute to solutions
- protecting information security
- providing advice regarding support services available to individuals and communities.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- anti-discrimination legislation
- capabilities, powers and authorities of services external to policing
- Commonwealth, state or territory legislation pertaining to discrimination
- dimensions of diversity both across and within communities
- duty of care
- human rights legislation
- impact of implicit bias on interactions with members of diverse communities
- jurisdictional codes of ethics and codes of conduct
- privacy issues.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of

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assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations or, where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLGEN034 Deliver road policing services

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Application

This unit describes the fundamental skills required to police roads in a safe and professional manner, including the ability to control traffic, enforce road safety, drive safely and understand police pursuits.

This unit applies to those working in a policing environment, typically in a general duties role.

The skills and knowledge described in this unit must be carried out 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 related to work health and safety (WHS) / occupational health and safety (OHS), use of force and pursuits.

Those undertaking this unit would primarily work independently or under limited supervision, while performing specific/specified tasks in a broad range of contexts. They would be required to apply decision making and problem-solving skills to interpret behaviours and develop solutions.

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

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

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1	**Control traffic**	**1.1**	Use personal protective equipment (PPE) when controlling traffic
		1.2	Coordinate traffic movement to minimise risks to safety of self, colleagues and public
2	**Conduct road safety enforcement activities**	**2.1**	Identify unsafe driver behaviour and traffic offences to determine response
		2.2	Conduct vehicle stops and intercepts for enforcement activities
		2.3	Detect potential offences using road policing equipment
3	**Demonstrate safe driving**	**3.1**	Perform pre-drive checks to establish vehicle's operational readiness and safety
		3.2	Apply safe driving techniques
		3.3	Apply urgent duty driving techniques in accordance with changing conditions
4	**Demonstrate an understanding of police pursuits**	**4.1**	Identify response options to police pursuits in accordance with the circumstances
		4.2	Apply safety considerations and restrictions associated with pursuits

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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces but is not equivalent to POLGEN025 Deliver road policing services

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Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLGEN034 Deliver road policing services

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- assessing road policing scenarios to identify traffic offences
- assessing road situations to identify safety issues
- conducting vehicle stops and pullovers
- demonstrating an understanding of safe police pursuit practices
- directing and managing traffic flow
- identifying legislation relevant to road policing
- preparing and driving police vehicles to deliver policing responses
- using appropriate personal protective equipment (PPE).

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- jurisdictional policies and procedures related to road policing
- jurisdictional road safety strategies
- road policing equipment
- road rules
- road safety legislation and regulations
- work health and safety (WHS) / occupational health and safety (OHS) legislation.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

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Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations or, where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and PPE currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLINV001 Plan police investigations

Modification History

Release 2. Modifications have been made to:

- Performance and Knowledge Evidence

Release 1. This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

- Content and formatting updated to comply with new standards
- Unit recoded POL
- Title updated
- Three new PC added to Element 1
- New PC added to Element 4
- Element 2 removed
- PC 1.2, 1.6 and 4.2 revised
- PC 1.4 removed

Application

This unit describes the skills required to plan police investigations, including identifying objectives, allocating resources and tasks, managing risk and reviewing processes.

This unit applies to those working as police officers, generally in a designated investigation role, who are responsible for the planning and implementation of strategies for the overall management of an investigation.

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 related to resource and case management, investigation processes and techniques, and codes of conduct.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of services. The individual would be required to possess strong decision making and problem-solving skills, planning abilities and capabilities for continually monitoring changing environments and requirements. The individual would work on complex tasks requiring strong adaptability across a broad range of unpredictable contexts.

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

Pre-requisite Unit

Not applicable.

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Competency Field

General

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Develop investigation plans	**1.1** Conduct initial assessments to determine if investigations are required
	1.2 Define investigation objectives to provide operational focus and preferred outcomes
	1.3 Analyse information to identify potential investigation directions
	1.4 Identify avenues of enquiry to advance investigations
	1.5 Conduct risk assessments to identify investigation opportunities and limitations
	1.6 Prepare investigation plans to provide direction to investigations and define responsibilities of stakeholders
	1.7 Prioritise investigatory phases, methods and activities to inform sequence of operations
	1.8 Establish communication channels with stakeholders to facilitate flow of information
	1.9 Facilitate recording of information using jurisdictional information management systems
	1.10 Implement investigation plan to achieve investigation objectives
2 Coordinate resources	**2.1** Assess and secure resources available to undertake investigation activities
	2.2 Formulate contingency plans to address potential

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		resource limitations
	2.3	Manage resource usage to achieve investigation objectives
3 Review investigations	**3.1**	Assess investigation plans continually in order to adjust to changing circumstances and requirements
	3.2	Examine investigation to ensure adherence to jurisdictional policies and procedures
	3.3	Finalise the investigation
	3.4	Compare investigation outcomes against objectives of the investigation plan
	3.5	Disseminate review outcomes to inform future improvements in investigations

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 Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to PUAPOLIV001A Manage police investigations.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLINV001 Plan police investigations

Modification History

Release 2. Modifications have been made to:

- Performance and Knowledge Evidence

Release 1. These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

- Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- communicating investigation plan and outcome in writing and orally
- communicating with stakeholders to facilitate investigation
- conducting assessment of incident or issue to determine whether investigation is necessary
- demonstrating flexibility and adaptability by adjusting investigation plan
- formulating security plan to address security requirements of the investigation, resources, security of exhibits
- identifying and managing financial, human and physical resources
- identifying and selecting investigation methods and techniques
- report writing
- reviewing procedures and outcomes for quality assurance purposes
- sequencing activities and phases to guide implementation of investigation plan
- utilising jurisdictional information management system.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- court procedures and evidentiary requirements
- government and policy environments which investigations will be managed
- investigation principles and case management systems
- jurisdictional operational, corporate and strategic plans
- jurisdictional policies and procedures related to conduct of investigations
- legislation that impacts upon conduct of investigations
- resources available to support the investigation

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- security issues and classifications.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLINV002 Conduct police investigations

Modification History

Release 2. Modifications have been made to:

- Performance Criteria
- Performance and Knowledge Evidence

Release 1. This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

- Content and formatting updated to comply with new standards
- Unit recoded POL
- Element 1 removed
- New Element added
- Element 2, 4 and 5 all PC reordered and revised
- PC 3.4 removed

Application

This unit describes the skills required to complete police investigation processes in accordance with investigation plans, including managing information, adapting to changing circumstances, identifying people relevant to the investigation, and developing profiles.

This unit applies to those working as police officers, generally in an investigation role, in responding to offences against persons, property and associated public order issues.

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 related to investigation processes, case management, and codes of conduct.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of services. They would be required to possess strong decision making, analytical and problem-solving skills, leadership abilities and robust communicative competence. The individual would work on sophisticated tasks requiring strong adaptability across a broad range of both familiar and/or unpredictable contexts.

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

Pre-requisite Unit

Not applicable.

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Competency Field

Investigation

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Manage investigation information	**1.1** Organise information using jurisdictional information management systems.
	1.2 Collect information using information collection methods
	1.3 Assess information for reliability and relevance to investigation
	1.4 Analyse information to progress the investigation in accordance with investigation plan
	1.5 Evaluate information to determine evidentiary and investigative value
	1.6 Record information to comply with security and evidentiary requirements
	1.7 Record critical decisions to account for investigation activities
2 Conduct investigations in accordance with investigation plan	**2.1** Compile investigation documentation to provide an ongoing reference for stakeholders
	2.2 Evaluate investigation direction to support objectives identified within the investigation plan
	2.3 Assess information in terms of impact on investigation activities and direction
	2.4 Adjust investigation activities and direction of investigation to respond to changing circumstances and

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		requirements
	2.5	Conduct briefings/debriefings with stakeholders for information sharing purposes
	2.6	Pursue identified avenues of enquiry in accordance with identified resource allocation
	2.7	Develop alternative directions for investigation when existing avenues of enquiry have been exhausted
3 Identify persons relevant to investigations	**3.1**	Identify, trace, implicate or eliminate persons relevant to investigations
	3.2	Evaluate avenues of inquiry to support the identification of witnesses and suspects
	3.3	Gather evidence and intelligence by interviewing persons related to investigations
4 Manage profiles	**4.1**	Build and assess profiles by continually capturing information and intelligence about persons relevant to investigations
	4.2	Identify techniques and resources required to capture further information/intelligence on persons relevant to investigations
	4.3	Secure additional resources to continue to build profile(s) of persons relevant to investigations
	4.4	Conduct risk assessments of persons relevant to investigation on a continual basis
	4.5	Inform stakeholders of profiles relevant to investigations
5 Facilitate the confiscation of assets	**5.1**	Analyse information to identify assets for confiscation
	5.2	Develop plan to facilitate asset confiscation operation
	5.3	Prepare information and documentation to support confiscation of assets
	5.4	Communicate with stakeholders to inform them of information, changing circumstances and requirements

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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 Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to PUAPOLIV002A Conduct police investigations.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLINV002 Conduct police investigations

Modification History

Release 2. Modifications have been made to:

- Performance Criteria
- Performance and Knowledge Evidence

Release 1. These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

- Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying analytical techniques, including logical thinking processes and reasoning, to identify and select avenues of inquiry
- applying investigation methods and skills to collect information
- communicating with stakeholders, both in written form and verbally
- conducting investigative interviews
- developing recommendations to inform relevant stakeholders
- establishing resource parameters and managing resources to conduct investigative actions
- evaluating information for relevance, reliability and value
- identifying opportunities for asset confiscation in line with operational objectives
- managing information to improve retrieval and access, control releases, and comply with security/evidentiary requirements
- monitoring incoming information and progress of investigation to adjust activities and direction
- preparing and submitting documents
- preparing profiles for persons whom are known and unknown.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- capabilities, powers and authorities of external services and agencies
- changing criminal behaviour, MO (modus operandi) and emerging crimes
- court procedures and evidentiary requirements

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- covert strategies
- critical decision-making processes
- emerging technology and impact on nature of crime
- ethics, professionalism and cultural diversity
- government and policy environments within which investigations will be conducted
- information management systems and the range of contexts in which they can be applied
- investigation principles and the range of investigation techniques
- legal and ethical considerations in investigations which involve juveniles and indigenous people
- legislation relevant to investigation processes and asset confiscation
- methods and process for subject/suspect identification and profiling
- resources available to support the investigation
- security issues and classifications.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLINV003 Manage incident scenes

Modification History

Release 2. Modifications have been made to:

- Unit Application
- Elements and Performance Criteria
- Performance and Knowledge Evidence

Release 1. This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

- Content and formatting updated to comply with new standards
- Unit recoded POL
- Element 1 and 2 all PC reordered. Element 3 all PC reordered and revised
- New element added
- New PC added to Element 2
- PC 1.4 revised
- PC 2.3 removed

Application

This unit describes the skills required to manage incident scenes to secure evidence for investigations, including conducting initial assessments, controlling scenes, coordinating investigations of incident scenes and managing evidence. Terminology use differs between jurisdictions; incident scenes may also be referred to as crime scenes.

This unit applies to those working as police officers, generally in a designated investigation role, who are required to assess, control and coordinate incident scenes.

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 related to work health and safety (WHS)/occupational health and safety (OHS), investigation procedures and evidence management.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of services. The individual would be required to possess supervision and management skills, leadership abilities and robust communicative competence. The individual would work on complex tasks, requiring strong adaptability across a broad range of unpredictable contexts.

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

Pre-requisite Unit

Not applicable.

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Competency Field

Investigation

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS		PERFORMANCE CRITERIA	
Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Assess incident scenes**	**1.1**	Identify scenes for investigation purposes
		1.2	Evaluate scenes to determine actions required for preservation of life, property and evidence
		1.3	Define scenes to determine investigative approach and establish resource requirements
		1.4	Identify risks affecting scenes to address safety concerns and preservation of evidence
2	**Control incident scenes**	**2.1**	Secure boundaries of scenes to prevent contamination of prospective evidence
		2.2	Manage risks affecting scenes to preserve safety of self, colleagues and public
		2.3	Control suspects to facilitate further investigation
		2.4	Control persons at scenes to safeguard their welfare and prevent contamination of scenes
		2.5	Coordinate stakeholders to manage scenes
		2.6	Record activities at scenes to support investigation
		2.7	Preserve potential evidence to prevent contamination
3	**Coordinate incident scene investigations**	**3.1**	Formulate informal/formal plans to select methods and resources for processing scenes

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	3.2	Communicate with stakeholders to contain scenes and identify roles and responsibilities
	3.3	Coordinate stakeholders to process and rehabilitate incident scenes
	3.4	Identify persons relevant to scenes and initial investigation
	3.5	Interview identified persons to determine possible avenues of inquiry and offences/defences
	3.6	Assess information collected to initiate investigative action
	3.7	Conduct briefings in accordance with jurisdictional reporting processes
	3.8	Refer persons to relevant support agencies for welfare purposes
4 Manage evidence	**4.1**	Identify evidence at scenes using investigative methods
	4.2	Process evidence to maintain continuity and integrity
	4.3	Record identified evidence for investigative purposes
	4.4	Seize and secure identified evidence to ensure continuity and integrity
	4.5	Address hazards associated with evidence
	4.6	Examine evidence to collect information and identify further investigation requirements
	4.7	Record handling of evidence

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 Companion Volume Implementation Guide.

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Unit Mapping Information

This unit replaces and is equivalent to for PUAPOLIV003A Manage incident scenes.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLINV003 Manage incident scenes

Modification History

Release 2. Modifications have been made to:

- Unit Application
- Elements and Performance Criteria
- Performance and Knowledge Evidence

Release 1. These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

- Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- defining and securing incident scenes, both primary and secondary
- preserving life, property and evidence at incident scene through the identification of risk factors
- controlling persons and suspects at incident, including searching, separating and securing them
- communicating with and managing witnesses and victims
- coordinating stakeholders to manage, process and rehabilitate incident scene
- identifying specialist support services required at incident scene
- managing information for planning, recording and reporting purposes
- applying investigative techniques to collect information and evidence, including investigative interviewing
- handling and preserving continuity of evidence
- examining evidence, with consideration of work health and safety (WHS)/occupational health and safety (OHS)
- referring relevant persons to external services for support and wellbeing purposes
- coordinating the return, disposal and storage of evidence.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- organisational and policy context in which incident scenes are managed and investigated

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- judicial and evidentiary requirements
- jurisdictional processes for the collection, preservation and continuity of evidence
- investigation techniques
- capabilities, powers and authorities of services external to policing
- risk factors associated with incident scenes, both tactical and environmental

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLINV004 Conduct investigative interviews

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLIV004A Conduct investigative interviews. • Content and formatting updated to comply with new standards • Unit recoded POL • Element 1 all PC reordered and revised • Element 2, 4 and 6 merged and all PC reordered and revised • Element 5 removed • PC 3.4 removed • PC 3.5 and 3.5 revised

Application

This unit describes the skills required to complete investigative interviews with diverse participants, including the planning, conducting and recording of interviews.

This unit applies to those working as police officers, generally in a designated investigation role, to obtain complete, accurate and reliable information related to investigations.

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 related to interview techniques, recording processes, and codes of conduct.

Those undertaking this unit would demonstrate strong autonomy, accessing and evaluating support from a broad range of services. They would be required to possess strong decision making and problem solving skills, investigative interviewing abilities and robust interpersonal skills. They also require complex task organisation and analysis skills in broad and unpredictable contexts.

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

Competency Field

Investigation

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Plan interviews	1.1 Select interview approach in accordance with purpose of interview and individual being interviewed. 1.2 Analyse information and exhibits relevant to the interview to inform interview plan. 1.3 Identify elements of offences and defences to inform interview plan. 1.4 Identify evidence, exhibits and resources required to conduct interview. 1.5 Draft interview plan to achieve investigative objectives.
2. Conduct interview	2.1 Brief stakeholders on roles and responsibilities during interview. 2.2 Implement interview plan. 2.3 Assess information obtained continually to identify impact on interview and investigation. 2.4 Manage exhibits to support interview process and ensure continuity and integrity of evidence. 2.5 Confirm information gathered during interviews with interviewees to ensure accurate understanding. 2.6 Record characteristics, responses and behaviour of interviewees during interviews. 2.7 Adjust recording method in accordance with changing circumstances and factors.
3. Use interview techniques	3.1 Establish rapport with interviewees to facilitate flow of information. 3.2 Employ a range of interview techniques and communication methods to engage interviewees. 3.3 Modify interview strategies to adapt to changing circumstances and requirements. 3.4 Negate defences raised during interviews. 3.5 Engage internal/specialist resources to support interview process.

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Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLIV004A Conduct investigative interviews.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLINV004 Conduct investigative interviews

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- assessing health, welfare and competency of interviewee to determine fairness of interview
- developing interview plan that accounts for evidence, exhibits, resources, elements of offence and potential defences
- communicating with stakeholders and interviewee to develop common understanding
- analysing information and behaviour
- demonstrating flexibility in interview process
- handling exhibits
- applying investigative interview techniques to gather information and negate defences
- finalising interview process completing notes and records in accordance with jurisdictional procedures

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional strategic objectives
- recording methods and operating procedures of recording equipment
- government and policy environments within which interviews will be managed and factors that may impact on interviews
- relationship between intelligence and interviewing

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- interview techniques and points of proof
- legal and ethical considerations in conducting interviews that involve vulnerable persons
- post-interview procedures
- jurisdictional policies and procedures related to the use of interpreters, post-interview actions, security, statement collection and interview conduct
- awareness of cultural, religious and linguistic diversity
- human source management, process and procedures
- information disclosure requirements

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to practical assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLINV005 Coordinate multi-agency investigations

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLIV005A Coordinate multi-agency investigations. • Content and formatting updated to comply with new standards • Unit recoded POL • Element 1 reworded • New PC added to Element 1 • Element 2 and 3 reordered • Four new PC added to Element 2 • PC 3.4 and 3.5 revised • New Element added

Application

This unit describes the skills required to coordinate multi-agency investigations. The content includes the strategic planning and coordination of a multi-agency investigation, its budget and other resources, the identification and provision for operational security of an investigation, and the post-investigation evaluation of the outcomes of such a collaborative investigative exercise.

This unit applies to those working as a police officer in a designated investigation role, in complex police operating environment where multi-agency cooperation is essential to performing a criminal investigation. The working environment would be highly sensitive to multiple risks to operations, participants and assets deployed in the investigation.

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 related to case management, work health and safety (WHS), information management, collaborative relationships, inter-agency contractual arrangements, operational security, financial and people resource management, authority delegations and communications and presentations.

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Those undertaking this unit would work autonomously in the management of complex investigations, while collaborating with others in an investigation team. They would be required to possess strong decision making and problem solving skills, leadership abilities and robust communicative competence. They would perform sophisticated tasks in a range of highly sensitive contexts.

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

Competency Field

Investigation

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Plan multi-agency investigations	1.1 Identify external agencies relevant to investigations to inform planning. 1.2 Negotiate with external agencies to determine scope, direction, capabilities and roles within investigations. 1.3 Identify investigation objectives and scope to maintain operational focus. 1.4 Develop investigation plans with identified objectives, roles and responsibilities of stakeholders. 1.5 Confirm inter-agency agreements to formalise communication channels and promote shared understanding. 1.6 Address cross-agency enquiries to facilitate coordination.
2. Plan multi-agency budget and resource allocation	2.1 Identify and document resources required for planning purposes. 2.2 Identify access strategies to obtain resources available from external agencies. 2.3 Negotiate with decision makers to access workforce and deployment resources. 2.4 Develop resource management plan to guide multi-agency investigations.
3. Coordinate agencies in crime investigations	3.1 Formalise communication channels between agencies to facilitate flow of information during investigation. 3.2 Formalise command structures, roles and areas of responsibility

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	to facilitate control and coordination of investigations. 3.3 Implement strategies to ensure consistent approaches during investigations. 3.4 Inform agencies of their roles, responsibilities and required outcomes to achieve investigative objectives. 3.5 Manage inter-agency conflicts to achieve investigative objectives. 3.6 Review resource allocations and usage to maximise benefits and agency accountability. 3.7 Monitor expenditure and resource usage throughout investigations to maximise investigative objectives.
4. Implement operational security requirements	4.1 Assess risks to protect individuals, own organisation and external agencies. 4.2 Identify organisational security requirements for planning purposes. 4.3 Implement security arrangements to protect multi-agency interests and assets. 4.4 Monitor and adjust security arrangements to changing circumstances and requirements.
5. Review multi-agency investigation	5.1 Evaluate inter-agency agreements to identify areas of improvement. 5.2 Assess outcomes of multi-agency investigations to determine effectiveness. 5.3 Evaluate flow of information to identify impacting factors. 5.4 Identify performance challenges to improve future multi-agency investigations. 5.5 Communicate review findings to stakeholders.

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Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLIV005A Coordinate multi-agency investigations.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLINV005 Coordinate multi-agency investigations

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- designing a multi-agency investigation plan(s) for disclosure to partner agencies
- negotiating and documenting multi-agency engagement in investigation(s)
- accessing multi-agency resources to implement an investigation(s)
- communicating with stakeholders and participants in multi-agency investigation using multiple techniques and tools
- delivering reports, presentations and plans within a multi-agency context according to multi-agency protocols and procedures
- managing multi-agency information (manually and electronically) in a structured manner for access by all cooperating agencies
- coordinating multi-agency personnel to complete an investigation, including adjustment methods to accommodate changing circumstances
- demonstrating strategic and operational leadership to complete an investigation
- managing a multi-agency investigation budget
- conducting, constantly reviewing and reporting on a risk analysis of a multi-agency investigation
- identifying and resolving issues to prevent the disruption of a multi-agency investigation
- planning and organising work in a multi-agency investigation environment
- evaluating the effectiveness of a multi-agency investigation

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Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional policies and procedures relating to inter-agency collaboration, agreements, resource sharing, privacy, confidentiality, work health and safety, risk management, information management, human resources, financial planning, case management and human resource management
- cross jurisdictional legislation that impacts upon the conduct of investigations
- high level leadership theory, principles and techniques
- complex decision making theory and methods
- duty of care and workplace safety responsibilities
- resource management principles
- operational security principles and practices
- advanced project management methods and techniques
- internal auditing principles and methods
- risk analysis and management theory and practices
- advanced investigation planning theory and methods
- advanced interpersonal skills including dispute resolution methodology
- opportunities, risks and constraints which may hamper the investigation
- risk assessment and management techniques
- security classifications and requirements

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLINV006 Lead major investigations

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLIV006A Lead major crime investigations. • Content and formatting updated to comply with new standards • Unit recoded POL • Title updated • All Element reworded • Element 1 all PC reordered • Element 2 all PC reordered and revised • New Element added • New PC added to Element 4

Application

This unit describes the skills required to manage and lead major investigations. This includes planning for, leading and concluding an investigation. It also includes guiding the work of investigation team members.

This unit applies to those working as a police officer in a designated investigation.

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 related to security arrangements, investigative procedures, work health and safety (WHS), privacy and confidentiality, risk management, resource management, information management and community engagement.

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Those undertaking this unit would work autonomously in the management of complex investigations, while collaborating with others in an investigation team. They would be required to possess strong decision making and problem solving skills, leadership abilities and robust communicative competence. They would perform sophisticated tasks in a wide range of policing contexts, in both familiar and unfamiliar circumstances.

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

Competency Field

Investigation

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Plan a major investigation	1.1 Determine investigation objectives to provide investigative directions. 1.2 Identify a range of information sources to inform investigative directions. 1.3 Evaluate influencing factors for planning purposes. 1.4 Evaluate resource requirements in accordance with investigative objectives. 1.5 Validate investigation plan requirements in line with command and control principles.
2. Lead a major investigation	2.1 Analyse information to determine relevance to investigation. 2.2 Allocate resources based on investigative plan. 2.3 Oversee investigation in accordance with investigative plan. 2.4 Monitor investigation activities to develop contingency plans. 2.5 Conduct briefing and debriefing to share assessed information. 2.6 Provide advice and directions to investigation team to ensure investigation objectives are met. 2.7 Assess impacting factors to provide investigative direction.
3. Facilitate a major investigation	3.1 Monitor expenditure and resource usage to maximise effectiveness and for reporting purposes. 3.2 Collate investigation-related material using information management systems. 3.3 Adhere to and promote security arrangements throughout

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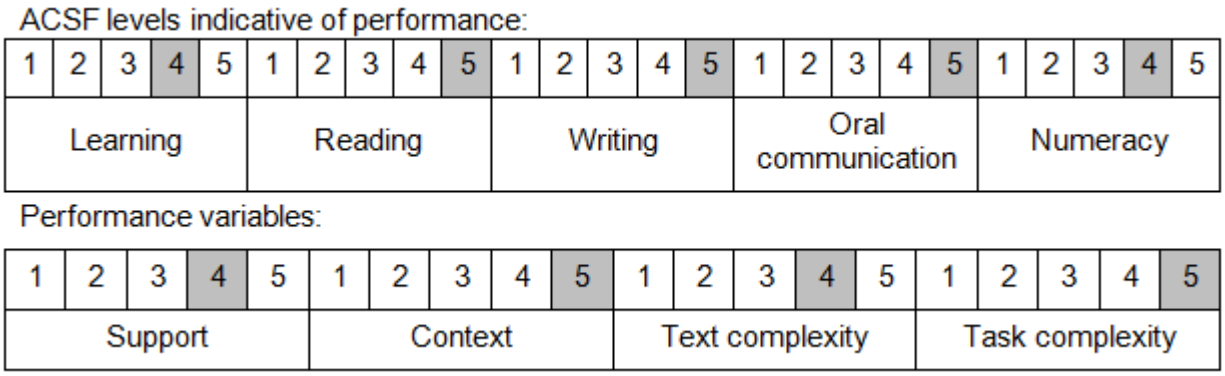
	investigations 3.4 Assess evidence and intelligence continually to determine impact on investigations and future investigative activities.
4. Finalise a major investigation	4.1 Evaluate investigations to establish whether further investigative opportunities and avenues of enquiry were considered and actioned. 4.2 Record critical decisions for accountability purposes. 4.3 Finalise investigative material for referral, recording and archiving purposes. 4.4 Appraise investigations to develop recommendations and proposed future actions.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLIV006A Lead major crime investigations.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLINV006 Lead major investigations

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- defining investigative direction, based on investigative objectives, strategies and information sources, and resources
- evaluating factors impacting upon conduct of major investigation
- assessing investigation plan against command and control principles
- allocating and managing resources and expenditure
- monitoring and overseeing investigation activities
- analysing, evaluating and disseminating information
- leading an investigation team
- managing information within an investigation
- reviewing investigation from a holistic perspective
- recording information

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- resource management principles
- legislation, jurisdictional policies and procedures related to corporate and strategic plans, performance standards, operational policies and procedures, and workplace health and safety
- case management systems

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- court procedures and evidentiary requirements
- duty of care responsibilities
- investigation planning and documentation
- risk assessment and management techniques
- security classifications and requirements within own organisation
- specialist assistance available to assist with security assessments

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLINV007 Conduct jurisdictional review of policing practices

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLIV007A Lead a major investigation review. • Content and formatting updated to comply with new standards • Unit recoded POL • Title updated • Element 1 reworded and all PC revised • PC 2.1, 2.2, 2.3, 2.7, 3.1 and 3.3 revised

Application

This unit describes the skills required to perform and conduct reviews of policing practices in jurisdictions. This includes initiating, conducting and finalising reviews. Conducting reviews within a policing environment would usually involve planning and guiding the work of jurisdictional team members.

This unit applies to those working as a police officer in a designated investigation role.

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 related to policing practices as specified in procedures and other documents.

Those undertaking this unit would work autonomously in the management of complex investigations, while collaborating with others in an investigation team. They would be required to possess strong decision making and problem solving skills, leadership abilities and robust communicative competence. They would be expected to display high level quality assurance abilities when reviewing policing practices, while performing sophisticated tasks in a wide range of policing contexts that can be unfamiliar.

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

Competency Field

Investigation

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Initiate review process	1.1 Negotiate with stakeholders to determine scope of review and terms of reference. 1.2 Formalise reporting arrangements and review timeframes with stakeholders. 1.3 Develop communication plan in accordance with information security principles. 1.4 Select review methods and processes in line with expectations and terms of reference. 1.5 Identify resources required to complete the review. 1.6 Document review through consultation with stakeholders.
2. Conduct reviews	2.1 Secure resources and information required to complete review. 2.2 Assess information in accordance with the terms of reference. 2.3 Implement communication strategies in line with communications plan. 2.4 Establish information management process to document review activities and rationale for findings. 2.5 Assess review critically at regular intervals to ensure objectives are achievable within resource and legal constraints, and in line with terms of reference. 2.6 Identify urgent matters arising from the review that require immediate action. 2.7 Implement strategies to ensure confidentiality is maintained throughout the review. 2.8 Negotiate with stakeholders to adjust terms of reference.
3. Formalise review findings	3.1 Assess and document review findings and recommendations to complete review process. 3.2 Identify further actions and recommendations generated by

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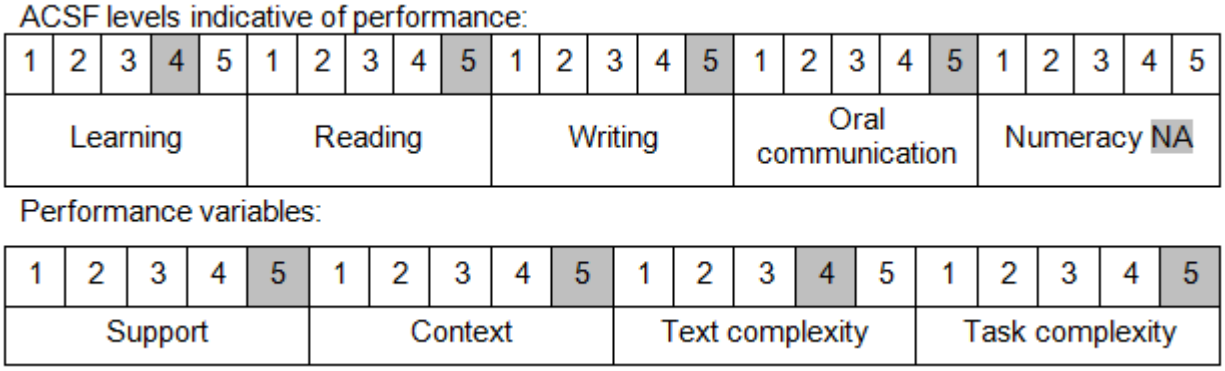
	review findings. 3.3 Communicate review findings, recommendations and further actions to stakeholders. 3.4 Assess original information to determine archiving, retention and retrieval requirements.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLIV007A Lead a major investigation review.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLINV007 Conduct jurisdictional review of policing practices

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- accessing, allocating and managing resources including budgetary, human and physical resources
- communicating in writing (preparing investigation plans, tactical plans, resource bids)
- communicating orally (liaise, listen, establish rapport, negotiate, resolve conflict, seek feedback)
- conducting investigations and reviews
- making decisions
- making high level presentations
- managing the organisation’s computer and/or manual information management system
- planning and organising work, in particular coordinating crucial and diverse clients, law enforcement providers and stakeholders
- reasoning and analysing logically
- solving problems
- clarifying stakeholders' expectations from the intended review
- assessing review findings and recommendations to ensure alignment with terms of reference

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

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- access and deployment mechanisms to ensure optimal economy and efficiency in the use of human, physical and financial resources
- decision making processes and organisational chain of command
- evaluation and auditing processes
- jurisdictional and organisational requirements of agencies, clients and stakeholders
- law enforcement context and the criminal justice system
- legislation relevant to the jurisdiction/s involved in the investigation and review
- macro environmental impact upon investigations of serious crime, including government, policy, political and community interests
- opportunities, risks and constraint assessment that may hamper the review
- organisational corporate goals and objectives
- organisational operational priorities
- organisational policies and procedures:
  - relevant legislation
  - operational, corporate and strategic plans
  - operational performance standards operational policies and procedures
  - organisational personnel and work health and safety practices and guidelines
  - organisational quality standards
  - organisation’s approach to environmental management and sustainability

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLINV008 Manage complex investigations

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to manage complex policing investigations. This includes determining investigative priorities, managing investigative resources, overseeing investigations, performing quality assurance activities and conducting post-investigation reviews for continuous improvement purposes.

Complex investigations include those that involve serious offences, are high profile and/or sensitive. The management of investigations would usually involve planning and guiding the work of other members of an investigation team.

This unit applies to those working as a police officer in a designated investigation.

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 related to complex investigative procedures, work health and safety (WHS), privacy and confidentiality, risk management, resource management, information management and community engagement.

Those undertaking this unit would work autonomously in the management of complex investigations, while collaborating with others in an investigation team. They would be required to possess strong decision making and problem solving skills, leadership abilities and robust communicative competence. They would perform sophisticated tasks in a wide range of policing contexts that could be both familiar and unfamiliar.

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

Competency Field

Investigation

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Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Determine investigative priorities	1.1 Review existing and upcoming investigations to identify priorities. 1.2 Evaluate influencing factors to inform investigations. 1.3 Prioritise investigations to align with jurisdictional objectives.
2. Manage resources	2.1 Identify expenditure and required resources to maximise effectiveness of complex investigations. 2.2 Allocate resources to achieve investigative objectives. 2.3 Re-allocate resources to respond to changing investigation circumstances and requirements. 2.4 Negotiate with stakeholders to secure resources. 2.5 Identify additional resource requirements to achieve investigative objectives.
3. Oversee complex investigations	3.1 Communicate with stakeholders to determine investigative requirements. 3.2 Seek authorisation of investigation plans. 3.3 Monitor investigative activities to ensure adherence to investigative plans. 3.4 Assess impacting factors to guide the direction of complex investigations. 3.5 Apply risk management strategies to mitigate investigative risks. 3.6 Manage security arrangements throughout complex investigations. 3.7 Coordinate communication to facilitate the flow of information during complex investigations. 3.8 Evaluate information, intelligence and evidence continually to determine impact on current and future investigations and actions. 3.9 Record critical decisions to ensure accountability.
4. Perform quality assurance activities	4.1 Review investigative processes continually to determine effectiveness. 4.2 Review critical decisions to ensure compliance with investigative objectives. 4.3 Review exhibit and forensic management plans to manage changing circumstances and investigation requirements. 4.4 Evaluate quality of information, intelligence and evidence

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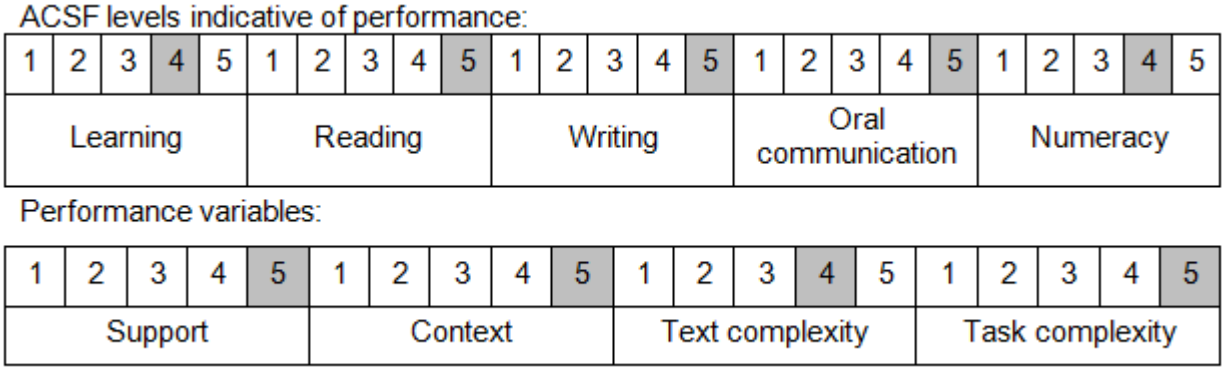
	continually to meet investigative objectives. 4.5 Adjust investigative activities to maintain investigative focus.
5. Conduct post-investigation activities	5.1 Review recommendations and outcomes of complex investigations to improve future investigations. 5.2 Inform stakeholders of the outcome of investigations. 5.3 Oversee the conclusion of investigations.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLINV008 Manage complex investigations

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- analysing and reviewing records of current and upcoming investigations to determine jurisdictional priorities for further resource deployment
- evaluating factors that are influencing or potentially influencing complex investigation planning and prioritisation processes
- designing a complex investigation plan(s)
- identifying and allocating resources to ensure maximum effectiveness of a complex investigation(s)
- authorising expenditure and resource usage to maximise investigation outcomes
- assessing changing circumstances and re-allocating resources to meet changing investigation needs
- communicating with stakeholders to secure, maintain and extend resource allocation as needed
- designing and managing the oversight of a complex investigation to mitigate risk, provide security and to facilitate communication with stakeholders
- reviewing complex investigation progress for effectiveness, critical decision alignment with aims and objectives, exhibit and forensic management and adjustment to changing circumstances
- conducting post-investigation effectiveness review of a complex investigation
- finalising a complex investigation

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

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- jurisdictional policies and procedures with respect to complex investigations, resource management, communications, work health and safety, privacy, investigation management, teamwork, inter-agency relationships, financial delegations
- jurisdictional information management systems
- complex investigation theory, principles and techniques
- evaluation theory, methods and techniques
- resource management for complex investigations
- communication theory and methods
- risk analysis theory and methods
- team management principles and practices
- problem solving and complex decision making
- case management methodology
- project management theory and tools
- change management theory and methods

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLINV009 Manage information within investigations

Modification History

Release 2. Modifications have been made to:

- Performance and Knowledge Evidence

Release 1. This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

- Content and formatting updated to comply with new standards
- Unit recoded POL
- Title updated
- Elements 7 and 8 removed
- New PC added to Elements 1 and 3
- Element 2 all PC revised
- Element 5 and 6 merged and all PC revised
- PC 1.4, 1.6 and 3.3 removed. PC 4.3 and 4.4 revised

Application

This unit describes the skills required to manage information within investigative contexts, including collecting, collating and evaluating information for analysis and interpretation.

This unit applies to those working as police officers, generally in a designated investigation role, responsible for managing information in a policing context.

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 related to information security, information management systems, and codes of conduct.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of policing services. They would be required to possess strong decision making and problem-solving skills, leadership abilities and robust communicative competence. The individual would perform sophisticated tasks that require strong adaptability across a broad range of contexts.

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

Pre-requisite Unit

Not applicable.

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Competency Field

Investigation

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS		PERFORMANCE CRITERIA	
Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Collect information**	**1.1**	Identify avenues of enquiry to facilitate collection of information
		1.2	Establish information channels to maximise the availability of information at all stages of the investigation
		1.3	Communicate information requirements to stakeholders to facilitate collection
		1.4	Select collection techniques to obtain required information
		1.5	Record collected information for the purpose of accessibility and retrievability
2	**Protect the integrity and security of information**	**2.1**	Assess risk to identify whether information/sources could be compromised
		2.2	Secure integrity of information to mitigate risk and prevent unauthorised access
3	**Collate information**	**3.1**	Use collation methods relevant to investigation to facilitate interpretation
		3.2	Evaluate the effectiveness of collation methods
		3.3	Amend collation methods to improve accessibility, interpretability and retrievability of information
4	**Evaluate information**	**4.1**	Assess origin of information to determine reliability and validity and identify associated risks

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	4.2	Assess information continually to determine investigative relevance, reliability and validity
	4.3	Record information collected within investigation for archiving purposes
	4.4	Identify information gaps to collect further information
5 Analyse and interpret information	**5.1**	Evaluate consistency of interpretations by comparing interpretations with available information
	5.2	Evaluate evidence to determine probative weight
	5.3	Interpret evidence and information to identify investigative activities
	5.4	Develop recommendations to provide direction to and further inform the investigation

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 Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to PUAPOLIV011A Manage information within specialised policing functions.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLINV009 Manage information within investigations

Modification History

Release 2. Modifications have been made to:

- Performance and Knowledge Evidence

Release 1. These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

- Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- collating information to facilitate analysis through the application of collation methods
- collecting information through the application of collection techniques
- communicating with stakeholders to facilitate collection
- evaluating information to determine credibility, reliability, validity and relevance
- identifying information gaps, invalid or irrelevant information
- interpreting information to identify investigative actions and develop recommendations
- reading and analysing complex information from a range of sources including:
  - digital
  - physical
  - human
- recording information using information management systems, with consideration of security and risk.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- information analysis and interpretation techniques
- information collection techniques and methods
- information security and classifications
- jurisdictional information management systems, including digital evidence management
- jurisdictional policies and procedures related to information gathering, recording and dissemination
- right to information and privacy legislation.

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Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLINV010 Confiscate assets

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOL031B Confiscate assets. • Content and formatting updated to comply with new standards • Unit recoded POL • Element 1 all PC revised and reordered • Elements 2 and 3 merged and all PC revised and reordered • One new Element added

Application

This unit describes the skills required for the planning and implementation of asset confiscation operations, and includes the identification, seizure and disposal of property and assets involved in criminal activity. This includes having to refer the investigation or assets appropriation to other law enforcement agencies when required.

This unit applies to those working as police officers, generally in a designated investigation role, responsible for confiscating assets. This unit is discrete and separate from other aspects of asset and evidence handling in the investigation process.

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 related to information security, information management systems, and codes of conduct.

Those undertaking this unit would demonstrate strong autonomy, making independent decisions and accessing support from a broad range of policing services. They would be required to possess strong decision making and problem solving skills, leadership abilities and advanced communication skills. They would perform complex tasks in a range of contexts.

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

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Competency Field

Investigation

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Apply knowledge of legislation and investigation practices	1.1 Describe links between investigations and the confiscation of assets. 1.2 Identify legislation applicable to confiscation of assets within police investigations. 1.3 Distinguish legal terminology related to different aspects of asset confiscation. 1.4 Assess the investigation in accordance with legislation in order to identify potential referral.
2. Plan a confiscation of assets operation	2.1 Assess the nature and context of the investigation to identify potential assets for confiscation. 2.2 Develop confiscation plan to evaluate the feasibility and practicality of confiscating assets. 2.3 Assess persons of interest within the investigation for confiscation of assets purposes. 2.4 Determine provisions for safe storage and maintenance of confiscated assets. 2.5 Assess confiscation plan continually to account for changing circumstances. 2.6 Review confiscation plan for quality assurance purposes. 2.7 Establish the ownership of assets and property for appropriation purposes.
3. Appropriate and dispose of assets	3.1 Estimate the quantity and potential value of assets for appropriation purposes. 3.2 Establish links between the asset and ownership through further investigation. 3.3 Collect documentation in support of links established between assets and ownership. 3.4 Prepare required documentation for appropriation and protection of assets. 3.5 Determine whether assets are to be seized or restrained for

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	appropriation purposes. 3.6 Apply asset seizure or restraining procedures for appropriation purposes. 3.7 Undertake actions associated with court orders relating to disposal and appropriation of assets.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOL031B Confiscate assets.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLINV010 Confiscate assets

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- communicating with stakeholders to facilitate collection of information
- developing a plan for confiscation of assets
- adhering to court protocols
- applying legislation
- seizing or restraining assets

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- general police investigation principles
- legislation, in particular relating to the role of law enforcement, when assets may be confiscated and concepts including tainted property, defined benefit, elements of offences/proofs/crimes
- investigation principles, including appropriation and confiscation of assets
- court protocols (court procedures and evidentiary requirements in provision of briefs of evidence for use by the prosecution)
- organisation capabilities

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLINV011 Conduct investigative interviews

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Application

This unit describes the skills required to conduct investigative interviews with diverse participants, including the planning, conducting and recording of interviews and undertaking the post-interview process.

This unit applies to those working as police officers, generally in a designated investigation role, to obtain complete, accurate and reliable information related to investigations.

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 related to interview techniques, recording processes and codes of conduct.

Those undertaking this unit would demonstrate strong autonomy, accessing and evaluating support from a broad range of services. They would be required to possess strong decision making and problem-solving skills, investigative interviewing abilities and robust interpersonal skills. They also require complex task organisation and analysis skills in broad and unpredictable contexts.

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

Pre-requisite Unit

Not applicable.

Competency Field

Investigation

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS **PERFORMANCE CRITERIA**

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Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.
1	**Plan interviews**	**1.1** Select interview approach in accordance with purpose of interview and individual being interviewed
		1.2 Analyse information and exhibits relevant to the interview to inform interview plan
		1.3 Identify elements of offences and defences to inform interview plan
		1.4 Identify evidence, exhibits and resources required to conduct interview
		1.5 Draft interview plan to achieve investigative objectives
2	**Conduct interview**	**2.1** Brief stakeholders on roles and responsibilities during interview
		2.2 Implement interview plan in accordance with jurisdictional policies and procedures
		2.3 Assess information obtained continually to identify impact on interview and investigation
		2.4 Manage exhibits to support interview process and ensure continuity and integrity of evidence
		2.5 Confirm information gathered during interviews with interviewees to ensure accurate understanding
		2.6 Record characteristics, responses and behaviour of interviewees during interviews
		2.7 Adjust recording method in accordance with changing circumstances and factors
3	**Use interview techniques**	**3.1** Establish rapport with interviewees to facilitate flow of information
		3.2 Employ a range of interview techniques and communication methods to engage interviewees
		3.3 Modify interview strategies to adapt to changing circumstances and requirements
		3.4 Negate defences raised during interviews
		3.5 Engage internal/specialist resources to support

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			interview process, as required
4	**Undertake post-interview process**	**4.1**	Record interview information for storage and archiving purposes
		4.2	Review interview conducted for quality assurance purposes
		4.3	Evaluate interview information to progress the investigation

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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces but is not equivalent to POLINV004 Conduct investigative interviews.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLINV011 Conduct investigative interviews

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- assessing health, wellbeing and competency of interviewee to determine fairness of interview
- developing interview plan that accounts for evidence, exhibits, resources, elements of offence and potential defences
- communicating with stakeholders and interviewee to develop common understanding
- analysing information and behaviour
- demonstrating flexibility in interview process
- handling exhibits
- applying investigative interview techniques to gather information and negate defences
- finalising interview process, completing notes and records in accordance with jurisdictional procedures.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- jurisdictional strategic objectives
- recording methods and operating procedures of recording equipment
- government and policy environments within which interviews will be managed and factors that may impact on interviews
- relationship between intelligence and interviewing
- interview techniques and points of proof
- legal and ethical considerations in conducting interviews that involve vulnerable persons
- post-interview procedures
- jurisdictional policies and procedures related to the use of interpreters, post-interview actions, security, statement collection and interview conduct
- awareness of cultural, religious and linguistic diversity
- human source management, process and procedures
- information disclosure requirements.

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Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations or, where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulated assessment.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLPRO001 Conduct mention duties

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLPR004A Conduct mention duties. • Content and formatting updated to comply with new standards • Unit recoded POL • Element 4 removed • PC 1.1 and 3.3 revised • PC 1.3 and 3.4 removed • PC 2.2 and 2.3 merged • New PC added to Element 3 • Element 5 all PC revised

Application

This unit describes the skills required to review briefs for mentions, communicate with stakeholders, present a case and complete mention duties. This includes performing prosecution duties in a professional, ethical and accountable manner that ensures public confidence in the police.

This unit applies to police prosecutors undertaking mention duties.

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 related to court proceedings and prosecution guidelines.

Those undertaking this unit would generally work autonomously within a court/justice system environment but may be required to work under supervision at times. They will perform complex tasks and required to demonstrate adaptability across a broad range of contexts.

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

Competency Field

Prosecution

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Review briefs for mention	1.1 Reconcile briefs against the court list. 1.2 Evaluate briefs to determine if any remedial action is required.
2. Communicate with stakeholders	2.1 Engage stakeholders to resolve issues. 2.2 Document actions undertaken on brief for transparency and recording purposes. 2.3 Provide assistance and advice to the court regarding management of mentions.
3. Present a case	3.1 Present circumstances of the case for court's consideration. 3.2 Tender documentation to support the case. 3.3 Analyse information critically to formulate arguments for inclusion in submissions. 3.4 Present submissions to assist court decisions. 3.5 Assess status of unresolved issues continually throughout proceedings to identify further actions required.
4. Complete mention duties	4.1 Analyse circumstances of the case to determine need for applications. 4.2 Submit applications to achieve desired outcome of prosecution. 4.3 Record issues and court outcomes for future reference. 4.4 Process briefs for administrative purposes. 4.5 Communicate with stakeholders to inform them of unresolved issues and outcomes. 4.6 Analyse conduct of prosecution case critically to identify areas for improvement. 4.7 Develop recommendations for continuous improvement purposes.

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Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy NA				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLPR004A Conduct mention duties.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLPRO001 Conduct mention duties

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- reviewing and processing files and briefs for court purposes
- communicating with stakeholders
- identifying remedial actions for briefs and files when required
- presenting case and tendering documents within court
- presenting persuasive and judicial submissions and applications to court
- recording actions and outcomes for future reference
- developing recommendations for continuous improvement

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- current Commonwealth, national, state or territory legislation, jurisdictional policies and procedures which regulate the Rules of Evidence and the judicial process
- jurisdictional information management systems and legal databases
- stakeholder roles and responsibilities
- organisational policy and procedures
- legal ethics

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLPRO002 Conduct pre-hearing mentions

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLPR003A Conduct a pre hearing mention. • Content and formatting updated to comply with new standards • Unit recoded POL • Title updated • All Elements and PC rewritten with operational outcome of the unit maintained

Application

This unit describes the skills required to manage a brief for pre-hearing mentions, communicate with stakeholders, present a case and complete pre-hearing mention duties. This includes performing prosecution duties in a professional, ethical and accountable manner that ensures public confidence in the police.

This unit applies to police prosecutors undertaking pre-hearing mention duties including managing briefs and presenting in court.

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 related to court proceedings and prosecution guidelines.

Those undertaking this unit would generally work autonomously within a court/justice system environment but may be required to work under supervision at times. They will be required to perform complex tasks and demonstrate adaptability across a broad range of contexts.

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

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Competency Field

Prosecution

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Manage a brief for pre-hearing mention	1.1 Assess brief to ensure sufficiency of evidence. 1.2 Analyse evidence to determine that it substantiates elements of offences. 1.3 Evaluate brief to determine possible defences. 1.4 Analyse brief to identify adherence to legislation and precedent. 1.5 Identify deficiencies in the brief to determine remedial actions.
2. Communicate with stakeholders	2.1 Engage with stakeholders to resolve issues. 2.2 Negotiate with stakeholders to progress case. 2.3 Document actions undertaken on brief for recording purposes. 2.4 Provide assistance and advice to the court regarding the management of pre-hearing mentions.
3. Present a case	3.1 Present circumstances of the case for courts consideration. 3.2 Detail issues and concessions of the case. 3.3 Evaluate the need for applications and submissions in accordance with pre-hearing mention requirements. 3.4 Assess status of unresolved issues throughout proceedings to identify further actions required.
4. Complete pre-hearing mention duties	4.1 Analyse circumstances of the case to determine need for applications. 4.2 Submit applications to achieve desired outcome of prosecution. 4.3 Record issues and court outcomes for future reference. 4.4 Process briefs for administrative purposes. 4.5 Communicate with stakeholders to inform them of unresolved issues and outcomes. 4.6 Analyse conduct of prosecution case critically to identify areas for improvement. 4.7 Develop recommendations for continuous improvement purposes.

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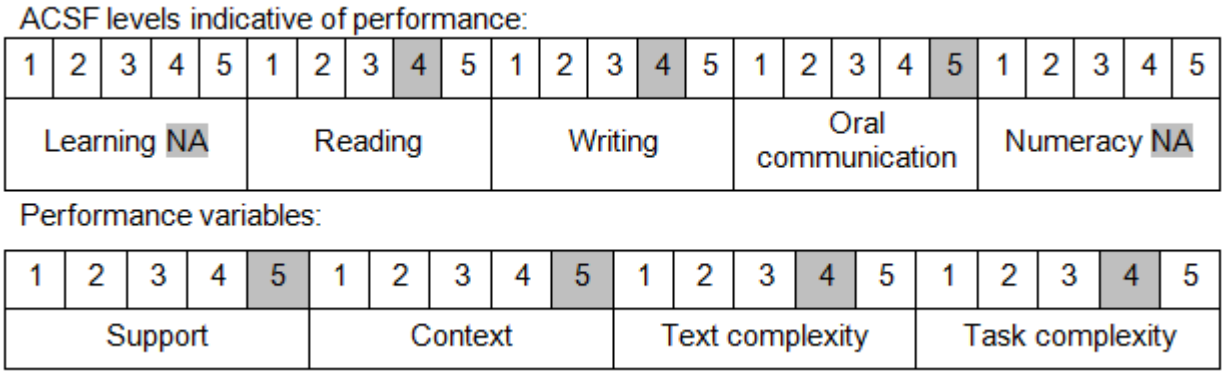
Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLPR003A Conduct a pre hearing mention.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLPRO002 Conduct pre-hearing mentions

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- managing and processing briefs and files for court purposes
- communicating with stakeholders
- presenting a case and tendering documents to the court
- making persuasive and judicial submissions and applications to the court
- developing recommendations for continuous improvement purposes
- identifying gaps in briefs/evidence and undertaking remedial actions
- recording actions and outcomes for future reference
- analysing circumstances critically and develop strategies

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- current Commonwealth, national, state or territory legislation, jurisdictional policies and procedures which regulate the Rules of Evidence
- jurisdictional information management systems and legal databases
- sources of law
- stakeholder roles and responsibilities
- organisational policy and procedures

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLPRO003 Conduct legal research

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLPR002A Conduct legal research. • Content and formatting updated to comply with new standards • Unit recoded POL • Element 2 and 3 merged and all PC reordered • New PC added to Element 4 • PC 1.1, 1.2 and 1.3 merged

Application

This unit describes the skills required to define legal issues, undertake research, identify legal principles and communicate results. This includes performing prosecution duties in a professional, ethical and accountable manner that ensures public confidence in the police.

This unit applies to police prosecutors undertaking legal research as part of their preparation for delivering a case.

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 related to information management and security and safe use of information technology.

Those undertaking this unit would generally work autonomously within a court/justice system environment but may be required to work under supervision at times. They will be required to conduct sophisticated research tasks and demonstrate adaptability across a broad range of contexts.

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

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Competency Field

Prosecution

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Define legal issues	1.1 Analyse information to determine factual situation. 1.2 Evaluate information to identify legal issues requiring research.
2. Undertake research	2.1 Define search parameters to narrow the scope of enquiry. 2.2 Identify sources of law to address the identified legal issue. 2.3 Develop research strategies based on subject, case, legislation, instrument or other relevant search terms. 2.4 Implement research strategies to locate sources of law.
3. Identify legal principles	3.1 Interpret sources of law to facilitate critical analysis. 3.2 Analyse sources of law critically to distil the legal precedent and determine application to the legal issue. 3.3 Formulate response to the legal issue based on research. 3.4 Communicate responses to inform stakeholders.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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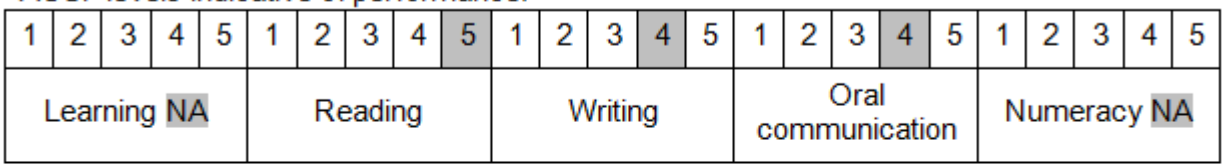
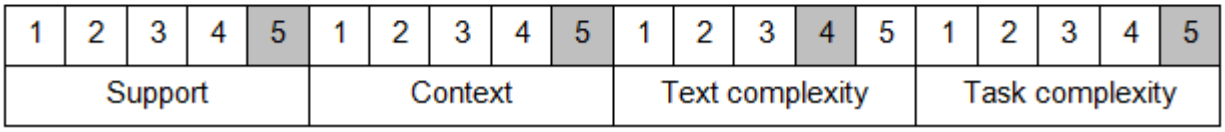
ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLPRO002A Conduct legal research.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLPRO003 Conduct legal research

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- defining issues and parameters for research
- identifying sources of information
- developing and implementing research strategies
- interpreting law and legal precedent
- applying research to brief to provide legal opinion
- developing recommendations

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- current Commonwealth, national, state or territory legislation, jurisdictional policies and procedures which regulate the Rules of Evidence
- jurisdictional information management systems and legal databases
- sources of law
- stakeholder roles and responsibilities
- legal research methodologies
- organisational policy and procedures

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLPRO004 Utilise the Rules of Evidence

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLPR001A Utilise the Rules of Evidence. • Content and formatting updated to comply with new standards • Unit recoded POL • Elements 1 and 2 merged • Elements 3 and 4 merged • PC. 2.1 and 2.4 merged • PC 2.3 and 4.1 removed

Application

This unit describes the skills required to categorise and analyse evidence and adduce evidence. This includes performing prosecution duties in a professional, ethical and accountable manner that ensures public confidence in the police.

This unit applies to police prosecutors applying Rules of Evidence when reviewing briefs and cases.

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 related to laws of evidence.

Those undertaking this unit would generally work autonomously within a court/justice system environment but may be required to work under supervision at times. They will be required to while perform sophisticated tasks and demonstrate adaptability across a broad range of contexts.

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

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Competency Field

Prosecution

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Analyse evidence	1.1 Identify elements of the offence. 1.2 Identify evidence that supports elements of offence. 1.3 Categorise supporting evidence in relation to each element of the offence/s. 1.4 Identify applicable evidentiary law to categorised evidence. 1.5 Examine evidence to determine relevance and admissibility.
2. Adduce evidence	2.1 Determine methods for adducing evidence. 2.2 Apply determined methods to adduce evidence. 2.3 Re-evaluate inadmissible evidence to determine alternative methods for adducing evidence. 2.4 Conduct legal research to support alternative methods for adducing evidence. 2.5 Deliver submissions to elicit decisions from the court.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy NA				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLPR001A Utilise the Rules of Evidence.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLPRO004 Utilise the Rules of Evidence

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying evidentiary requirements
- analysing evidence
- conducting research to support evidence findings
- citing and presenting evidence

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- current Commonwealth, national, state or territory legislation, jurisdictional policies and procedures that regulate the Rules of Evidence
- jurisdictional information management systems and legal databases
- current Commonwealth, national, state or territory legislation, jurisdictional policies and procedures which regulate the judicial process
- legal ethics
- legal research methodologies

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

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Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLPRO005 Conduct hearings

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLPR006A Conduct a hearing. • Content and formatting updated to comply with new standards • Unit recoded POL • Title updated • Element 2 reworded • Element 4 removed • New element added • PC 1.3 and 1.4 reordered • PC 2.3 and 5.2 removed • All PC in Element 3 revised • New PC added to Element 5 • Element 6 and 7 merged and all PC reordered and revised

Application

This unit describes the skills required to review evidence, prepare a case concept, present a prosecution case, examine defence witnesses, make submissions and objections, and finalise a case. It includes performing prosecution duties in a professional, ethical and accountable manner that ensures public confidence in the police. It also includes reviewing evidence relating to the case and participating in court proceedings.

This unit applies to police prosecutors participating in court hearings.

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 related to codes of ethics, codes of conduct, court proceedings and prosecution guidelines.

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Those undertaking this unit would generally work autonomously within a court/justice system environment. They will be required to perform sophisticated tasks and demonstrate adaptability across a broad range of contexts.

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

Competency Field

Prosecution

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Review evidence	1.1 Evaluate brief critically to determine applicable rules of evidence. 1.2 Evaluate witness testimony prior to the hearing to determine evidence to be presented. 1.3 Verify evidence is admissible and available for hearing. 1.4 Communicate with stakeholders prior to the hearing to evaluate issues.
2. Prepare case concepts	2.1 Develop case concept utilising the information contained in the brief of evidence. 2.2 Determine presentation of prosecution case in accordance with case concept. 2.3 Identify legal principles to support the case concept.
3. Present prosecution cases	3.1 Present preliminary information to commence hearing. 3.2 Call witnesses to provide evidence to court. 3.3 Elicit evidence in chief from witnesses to cover elements of the offences. 3.4 Tender exhibits to provide evidence to court. 3.5 Record evidence presented by cross-examined witnesses for reference purposes. 3.6 Evaluate evidence presented by cross-examined witnesses critically to determine necessity of re-examination and submissions. 3.7 Re-examine witnesses to clarify witness responses in cross-examination.
4. Examine defence	4.1 Record evidence provided by defence witnesses for reference

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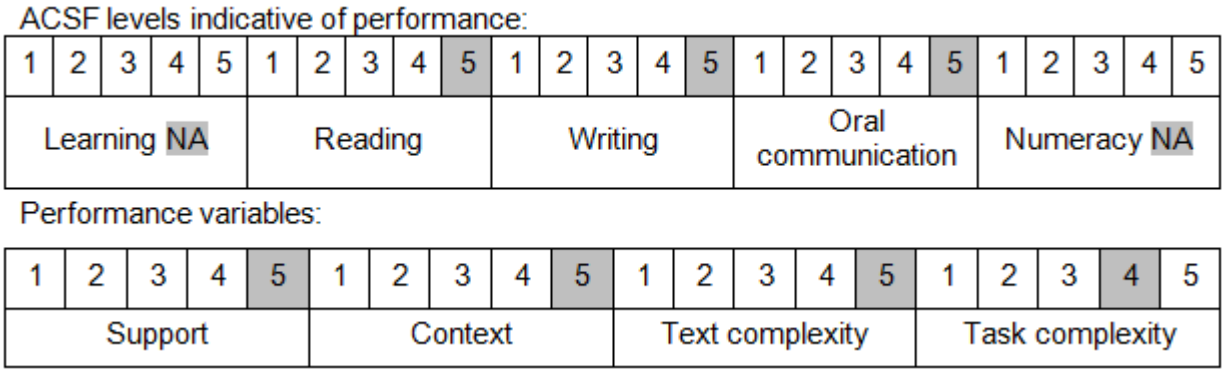
witnesses	purposes. 4.2 Evaluate witness evidence critically to develop cross examination strategy. 4.3 Cross-examine defence witnesses to test credibility of witness and reliability of evidence.
5. Make submissions and objections	5.1 Prepare submissions utilising relevant facts, legislation and case law. 5.2 Evaluate evidence and/or questions critically to determine relevance and admissibility. 5.3 Deliver submissions and objections throughout the hearing.
6. Finalise cases	6.1 Analyse circumstances of the case to determine need for applications. 6.2 Submit applications to obtain court orders. 6.3 Record issues and court outcomes for future reference. 6.4 Process briefs for administrative purposes. 6.5 Communicate with stakeholders to inform them of outcomes. 6.6 Analyse conduct of prosecution case critically to identify areas for improvement. 6.7 Develop recommendations to inform continuous improvement.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

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Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLPR006A Conduct a hearing.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLPRO005 Conduct hearings

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- reviewing, analysing and managing briefs and evidence
- ensuring completeness of briefs and evidence prior to hearings
- communicating with stakeholders
- developing strategies to build argument, including sequencing and targeting of information
- identifying relevant law and legal precedent
- detailing and presenting case for the prosecution
- presenting evidence to the court
- examining evidence and witnesses
- preparing and delivering persuasive and judicial submissions
- making objections when appropriate
- recording actions and outcomes for future reference
- analysing court outcomes to inform future recommendations
- developing recommendations for continuous improvement
- completing administrative tasks associated with finalising briefs

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- current sentencing practices and principles
- legislation relating to sentencing

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- cross examination of hostile/unfavourable and defence witnesses

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to practical assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLSAR001 Manage and evaluate search and rescue exercises

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to design, plan, manage and evaluate search and rescue (SAR) exercises, including communication and consultation with stakeholders.

This unit applies to police staff involved in police search and rescue operations. This unit applies to search and rescue exercises at a local level.

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 related to resource acquisitions and exercise authorisations.

Those undertaking this role would work autonomously and supervise teams while reporting to senior staff. They would demonstrate adaptability while performing sophisticated tasks across a broad range of contexts.

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

Competency Field

Search and rescue

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Design search and rescue exercise	1.1 Determine search and rescue exercise purpose in consultation with stakeholders and based on operational outcomes, results of training needs analysis, previous exercises and evaluation reports. 1.2 Develop exercise plan with identified components of the exercise program in consultation with stakeholders. 1.3 Identify agencies/organisations required to facilitate search and rescue exercise. 1.4 Evaluate feasibility of exercise program in accordance with resource availability. 1.5 Select exercise style and activities consistent with exercise objectives. 1.6 Conduct risk assessment to identify risk and safety factors.
2. Plan resource allocation	2.1 Identify resources to support the exercise. 2.2 Obtain appropriate authorisation(s) to use resources. 2.3 Negotiate availability and time frames for use of resources with appropriate authorities.
3. Manage police SAR exercise activities	3.1 Communicate with activity personnel to facilitate flow of information throughout the exercise. 3.2 Prepare exercise site in accordance with the exercise plan. 3.3 Deliver briefings to stakeholders reflecting exercise objectives and activities. 3.4 Ensure confirmation and management of logistic requirements required to conduct exercise activities. 3.5 Manage risk throughout the conduct of the police SAR exercise.
4. Evaluate outcomes against SAR exercise objectives	4.1 Conduct post-exercise debriefings to gather feedback. 4.2 Collate exercise feedback for recording purposes. 4.3 Analyse exercise feedback to identify issues. 4.4 Produce an exercise report, including recommendations.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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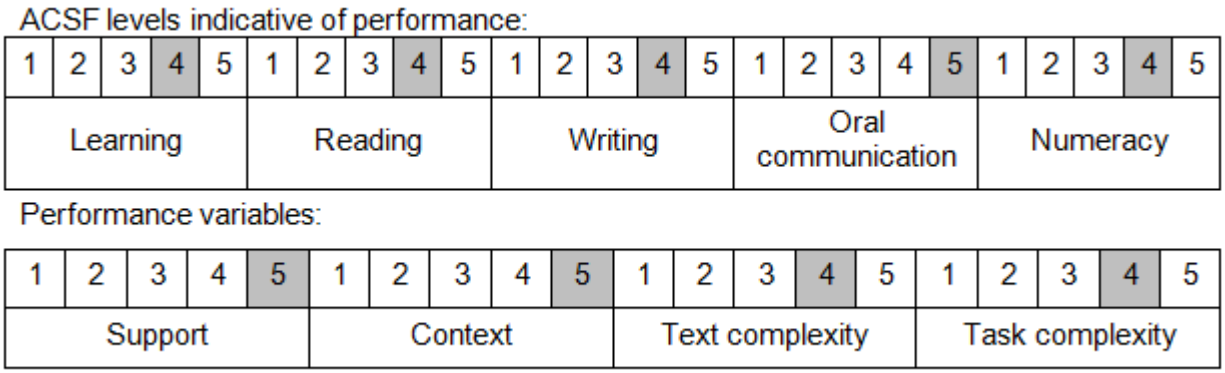

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLSAR001 Manage and evaluate search and rescue exercises

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- establishing SAR exercise style, activities and resource requirements
- evaluating risk levels and feasibility of exercise program
- acquiring resources
- communicating with stakeholders
- managing risk
- collecting and analysing feedback
- developing recommendations for continuous improvement purposes

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- exercise management concepts and principles
- educational principles underpinning the design of objectives and linking those to activities
- incident management principles
- legislative and regulatory arrangements relevant to using resources, including land, buildings, equipment and volunteers
- problem solving and decision making techniques
- project management principles
- risk and safety management principles
- budgeting and logistics management principles

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- relevant organisational policies and procedures (including legislation relevant to the operation/incident/response; legislation relevant to the organisation; operational, corporate and strategic plans; operational performance standards; operational policies and procedures; organisational personnel and occupational health and safety practices and guidelines; organisational quality standards; organisation's approach to environmental management and sustainability)

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLSAR002 Manages resources for police search and rescue operations

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to liaise with stakeholders to acquire and manage resources required for search and rescue (SAR) operations.

This unit applies to police staff involved in police search and rescue operations.

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 related to resource acquisitions and financial delegations.

Those undertaking this role may work autonomously and supervising teams while remaining responsible for reporting to senior staff. They would demonstrate adaptability across a broad range of contexts while performing complex tasks.

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

Competency Field

Search and rescue

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

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	further information is detailed in the range of conditions section.
1. Initiate coordination	1.1 Establish management function within a SAR coordination centre. 1.2 Establish coordination structure appropriate to the nature and complexity of SAR operation. 1.3 Integrate coordination structure with the control and command activities to meet the objectives of the SAR plan. 1.4 Modify coordination structure in response to changes within the SAR operation. 1.5 Establish communication lines with stakeholders to facilitate flow of information.
2. Manage resource requirements	2.1 Identify resources to respond to SAR incident. 2.2 Acquire resources to meet the requirements of SAR plan including personnel support activities. 2.3 Assess financial requirements and associated authorisations to facilitate resource management. 2.4 Supply resources to meet operational requirements within negotiated timeframes. 2.5 Monitor allocation of resources to ensure operational effectiveness and to identify additional requirements. 2.6 Assess resource requirements for protracted operations. 2.7 Liaise with stakeholders to facilitate resupply and negotiation for ongoing resource requirements.
3. Conclude coordination activities	3.1 Conduct an audit to ensure resources were acquired and supplied in a cost-effective and efficient manner. 3.2 Return resources released from SAR operation to providers. 3.3 Manage financial arrangements arising from SAR operations.
4. Review coordination	4.1 Evaluate coordination effectiveness through debriefings and peer reviews. 4.2 Review actions taken, procedures and policies to identify opportunities for improvement. 4.3 Develop recommendations for continuous improvement purposes. 4.4 Develop reports for accountability purposes.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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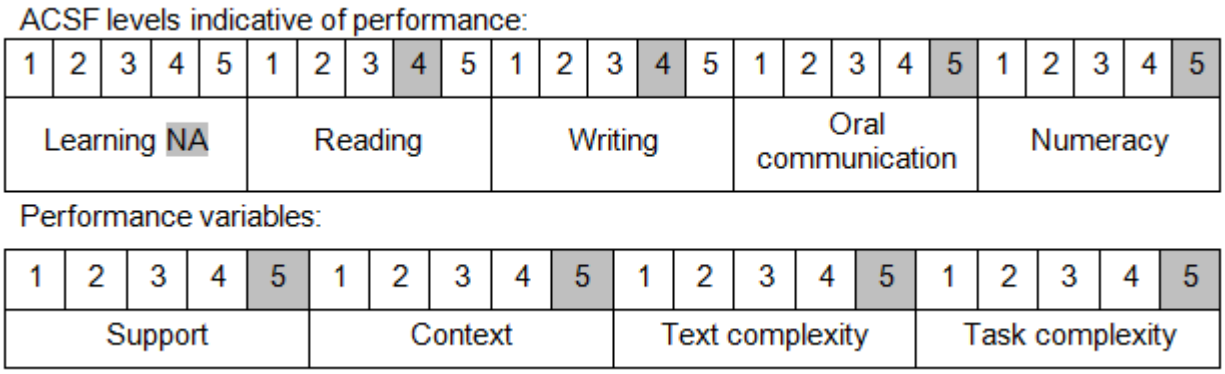

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLSAR002 Manages resources for police search and rescue operations

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- establishing and managing coordination function within SAR operation
- communicating with stakeholders
- acquiring, allocating and returning resources
- managing financial processes during SAR operation
- evaluating resource requirements in accordance with SAR incident
- reviewing management of resources during SAR operation
- developing recommendations for continuous improvement purposes

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- control and organisation command structure
- incident site layout
- other organisations personnel and external authorities
- jurisdictional financial delegations
- external agencies operational capabilities
- jurisdictional policies and procedures relating to welfare
- jurisdictional legislation, policies and procedures relating to workplace health and safety
- equipment and resources for search and rescue operations
- communication systems and interoperability
- security and confidentiality of material
- resources including operative and non-operative personnel, materials, equipment and consumables

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLSAR003 Manage search and rescue media requirements

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to assess media requirements in line with the nature of the search and rescue incident, and to facilitate media presence.

This unit applies to police staff involved in police search and rescue (SAR) operations.

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 related to information security and media engagement.

Those undertaking this role may work autonomously and supervising teams while remaining responsible for reporting to senior staff. They would demonstrate adaptability across a broad range of contexts while performing complex tasks.

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

Competency Field

Search and rescue

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Assess SAR incident media requirements	1.1 Define restricted and/or special access areas for media personnel to safeguard the operation. 1.2 Appoint media liaison to coordinate media involvement. 1.3 Assess operational responsibilities and provision of information to media. 1.4 Liaise with agencies/organisations to negotiate consistent key messaging and to communicate media strategy. 1.5 Identify opportunities for media to support SAR operations.
2. Facilitate media presence at SAR incident	2.1 Establish logistical arrangements to meet media requirements in accordance with SAR incident. 2.2 Brief media representatives to manage information flow and support SAR operations. 2.3 Allocate media briefing area with required resources. 2.4 Allocate media spokesperson to provide current and accurate information to public. 2.5 Adapt media releases to suit operational demands and/or level of incident. 2.6 Schedule briefing sessions and tours in line with operational responsibilities and media requirements. 2.7 Record media enquiries and interviews for accountability purposes.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

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Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLSAR003 Manage search and rescue media requirements

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying media areas in accordance with SAR incident requirements
- assessing media requirements
- facilitating media access
- communicating with stakeholders
- contributing to media strategies in accordance with operational demands and/or level of incident
- maintaining records

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional policies and procedures for media liaison
- newsworthiness of information
- organisational and legal requirements relating to confidentiality, libel, accuracy, discrimination
- organisational policies and procedures (such as relevant legislation; operational, corporate and strategic plans; operational performance standards; operational policies and procedures; organisational personnel and work health and safety practices and guidelines; organisational quality standards; organisation's approach to environmental management and sustainability)
- requirements of different media such as: newspapers, magazines, radio, television
- requirements of local versus regional versus national media
- requirements of media to present information in a newsworthy/entertaining manner
- role of media in disseminating information

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLSAR004 Manage search and rescue operations

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to plan for and manage police search and rescue (SAR) requirements, including communication with stakeholders, analysis of resources and evaluation of activities.

This unit applies to police staff involved in police search and rescue operations.

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 related to human resource management and reporting requirements.

Those undertaking this role may work autonomously and supervising teams while remaining responsible for reporting to senior staff. They would demonstrate adaptability across a broad range of contexts while performing complex tasks.

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

Competency Field

Search and rescue

Elements and Performance Criteria

ELEMENTS	**PERFORMANCE CRITERIA**
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

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1. Plan SAR operations	1.1 Review information relating to search and rescue incident to plan operation. 1.2 Assess required resources to complete SAR operations based on available information. 1.3 Evaluate plan to determine feasibility and likelihood of success.
2. Manage SAR teams	2.1 Communicate nature of SAR incident to stakeholders. 2.2 Brief SAR teams on roles, responsibilities and activities. 2.3 Allocate tasks to team members to facilitate SAR operations. 2.4 Monitor performance of teams to adjust plan as required and identify any welfare considerations. 2.5 Relay feedback received from team to stakeholders to inform SAR operations.
3. Liaise with internal and external authorities and agencies/organisations	3.1 Provide briefings to agencies/organisations to ensure consistency of information. 3.2 Monitor resources to determine changing circumstances. 3.3 Negotiate with agencies/organisations to acquire resources for SAR operations. 3.4 Provide guidance and support to authorities and agencies/organisations to improve SAR effectiveness.
4. Manage search and rescue reporting requirements	4.1 Collate information from internal and external sources to maintain comprehensive records. 4.2 Evaluate information to determine relevance. 4.3 Identify trends from analysis of available information. 4.4 Develop recommendations for continuous improvement purposes.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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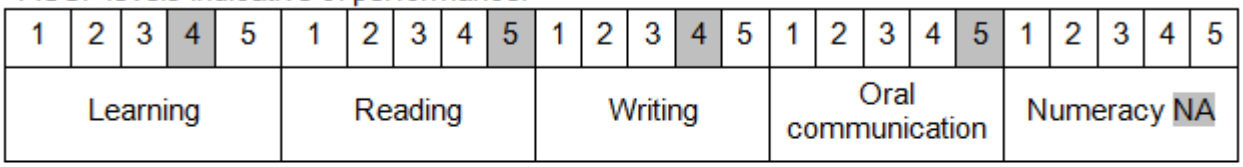
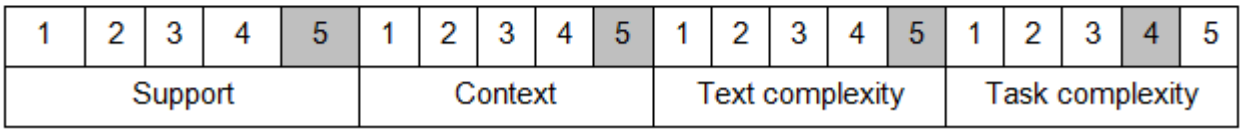
ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLSAR004 Manage search and rescue operations

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- evaluating SAR incidents to determine responses
- communicating, liaising and negotiating with stakeholders
- allocating and monitoring resources
- gathering and evaluating information to identify trends
- developing and communicating recommendations for continuous improvement purposes

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- management techniques
- WHS requirements
- equipment and resources relevant to search and rescue operations
- jurisdictional SAR system
- roles and responsibilities of agencies involved in SAR
- capabilities of external agencies
- jurisdictional quality management systems
- jurisdictional policies and procedures relating to reporting requirements and media engagement management techniques
- risk management techniques and processes

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to practical assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLSAR005 Undertake marine search and rescue duties

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to prepare marine search and rescue (SAR) responses, determine current location and destination, plan safe routes/courses, and plan marine search and rescue operations.

This unit applies to those working as police staff involved in police marine search and rescue operations. It may be applied in the field and within office environment.

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 related to work health and safety (WHS) within a marine environment.

Those undertaking this role will work within multi-agency teams and often liaise with stakeholders, while completing complex tasks in a broad range of contexts. They will have to make decisions independently while giving consideration to financial and human resource management requirements.

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

Competency Field

Search and rescue

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to demonstrate

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essential outcomes	achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Prepare for marine search and rescue response	1.1 Establish rescue coordination centre to facilitate coordination of marine search and rescue operations. 1.2 Establish communications to facilitate flow of information. 1.3 Access jurisdictional information management systems to gather information in relation to target and vessel. 1.4 Assess characteristics of target and vessel to inform search and rescue response.
2. Determine current location, destination and resources	2.1 Gather information relating to the location and details of incident to inform marine search and rescue operation. 2.2 Identify charts, electronic navigation aids and navigation equipment to source information. 2.3 Interpret information from charts for planning purposes. 2.4 Evaluate sea state, currents and tidal patterns to identify impacts on marine search and rescue operations. 2.5 Plot current location and estimated destination of vessel in distress on a chart using marine navigation techniques.
3. Determine and plan a safe route/course	3.1 Compile operational plan, including initial search areas chart work. 3.2 Record all plots/search areas on chart using overlays and allowing for variables and prevailing conditions. 3.3 Estimate rescue asset's speeds, search time, investigation time and endurance within prevailing conditions to provide an estimated search time. 3.4 Identify potential obstacles and hazards to determine safe route/course.
4. Perform marine search and rescue response	4.1 Determine datum of target using wind and currents. 4.2 Utilise marine search strategies to inform marine search and rescue operations. 4.3 Select marine search patterns in accordance with prevailing conditions. 4.4 Identify specialist marine resources to facilitate marine search and rescue operations. 4.5 Allocate taskings for resources to facilitate marine search and rescue operations. 4.6 Modify marine search strategies using on scene intelligence.

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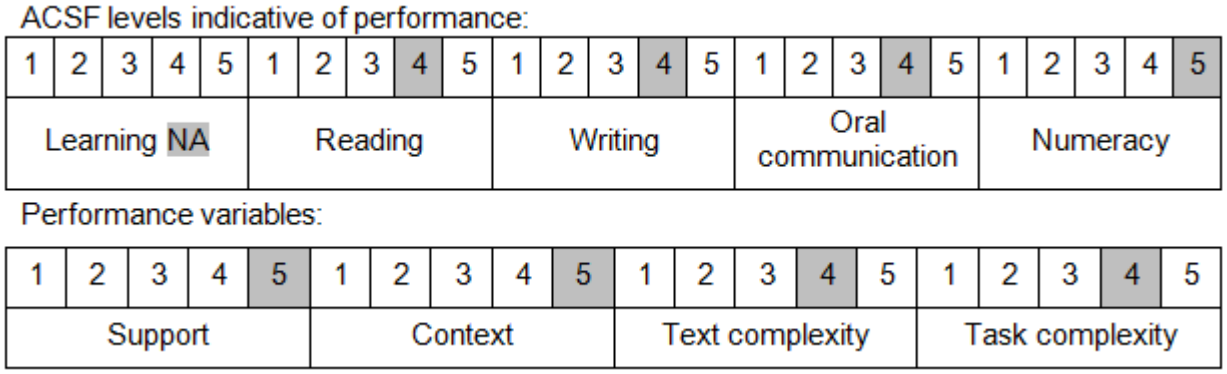
Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLSAR005 Undertake marine search and rescue duties

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- assessing marine search and rescue requirements
- facilitating coordination of marine search and rescue operations
- collecting and assessing information on marine search and rescue requirements
- evaluating marine and weather conditions to inform search and rescue operations
- determining target locations, distances and destinations
- communicating and coordinating with stakeholders within marine search and rescue context
- applying appropriate marine search and rescue tools and techniques
- documenting progress and outcomes of marine search and rescue

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- international treaties relating to maritime safety
- principles of marine navigation
- search and rescue datum planning
- weather patterns
- currents
- sea state
- drift patterns
- variation and deviation
- obstacles to marine navigation
- basic marine navigation tools

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- formulas relating to marine search and rescue
- local marine environment
- common marine scenarios
- limitations/regulations which impact marine search

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLSAR006 Undertake land search and rescue duties

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to prepare land search and rescue (SAR) responses, determine current location and destination, provide grid references to search and rescue teams, and plan land search and rescue operations.

This unit applies to those working as police staff involved in police land search and rescue operations. It may be applied in the field and within office environment.

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 related to work health and safety (WHS).

Those undertaking this role will work within multi-agency teams and often liaise with stakeholders, while completing complex tasks in a broad range of contexts. They will have to make decisions independently while giving consideration to financial and human resource management requirements.

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

Competency Field

Search and rescue

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to demonstrate

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essential outcomes	achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Prepare for land search and rescue response	1.1 Establish command and control to conduct land search and rescue operations. 1.2 Conduct urgency assessment to determine level of response. 1.3 Establish forward command post to facilitate coordination of land search and rescue operations. 1.4 Establish communications to facilitate flow of information. 1.5 Assess characteristics of target and environment to inform search and rescue response. 1.6 Access jurisdictional information management systems to gather information on target.
2. Determine current location, destination and resources	2.1 Identify maps to source information. 2.2 Interpret information from maps to ensure accurate parameters of search area. 2.3 Analyse data to plot incident location. 2.4 Calculate incident distance and location from given landmarks. 2.5 Triangulate incident from distinct features to fix a position. 2.6 Plot search areas to determine resource allocation and asset deployment for probable and possible search areas. 2.7 Evaluate terrain to identify impacts on land search and rescue operations. 2.8 Identify safe routes and potential access restrictions to determine access to search area. 2.9 Identify specialist resources to facilitate land search and rescue operations.
3. Provide grid references to search and rescue operations team	3.1 Calculate grid references using magnetic bearings, and/or latitude and longitude and/or incident location details provided by callers. 3.2 Communicate six figure grid references to search and rescue operations team. 3.3 Communicate references to field personnel for use in portable navigational aids. 3.4 Communicate directional information to operations team on request.
4. Perform land search and rescue response	4.1 Establish cordons to limit size of search area. 4.2 Use land search strategies to develop an accurate search area. 4.3 Select land search patterns in accordance with conditions and terrain. 4.4 Allocate taskings for resources and assets in accordance with capability. 4.5 Apply portable navigation aids to provide live information to

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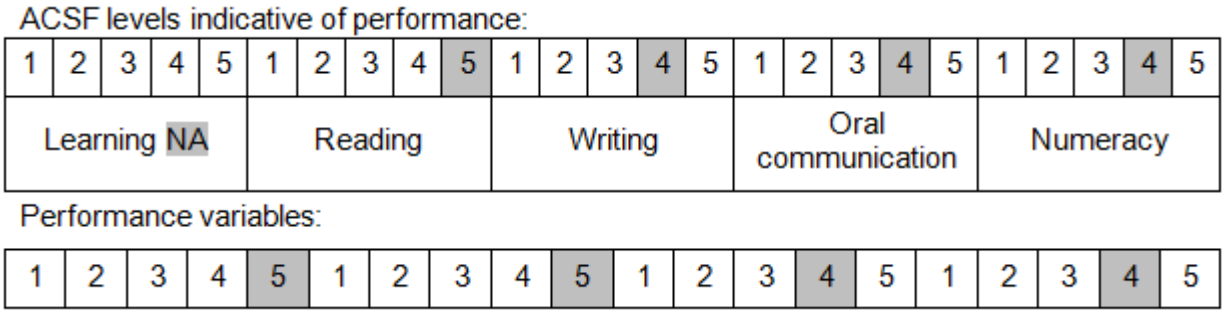
	search coordinator, where available. 4.6 Analyse information from portable navigation aids to determine areas searched by teams. 4.7 Modify land search patterns using on scene intelligence.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLSAR006 Undertake land search and rescue duties

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- assessing land search and rescue requirements
- facilitating the coordination of land search and rescue operations
- collecting and assessing information on land search and rescue requirements
- evaluating terrain and weather conditions to inform search and rescue operations
- determining target locations, distances and destinations
- communicating with and coordinating stakeholders within land search and rescue context
- applying appropriate land search and rescue tools and techniques

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- principles of land navigation
- map and chart types
- map interpretation
- weather patterns
- terrain types
- cartographic symbols and legends
- lost person behaviour
- variation
- obstacles to land searches
- basic land navigation tools
- limitations and/or regulations which impact on land searches

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- common land search scenarios
- land search resources and their limitations
- local land environment
- policies and procedures for handover and takeover of land searches
- Naismith's rule
- the Mattson Consensus

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLSAR007 Assess search and rescue requirements

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to gather and assess information to inform a search and rescue (SAR) operation, including communicating with stakeholders and conducting appreciations. These skills would be applied when receiving a request to commence search and rescue operations.

This unit applies to those working as police staff involved in police search and rescue and incident management operations.

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 related to information management.

Those undertaking this unit would work autonomously and within teams while remaining responsible for reporting to senior staff. They would perform a range of complex tasks and demonstrate adaptability across a broad range of contexts, either in the field or within police station/office environments.

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

Competency Field

Search and rescue

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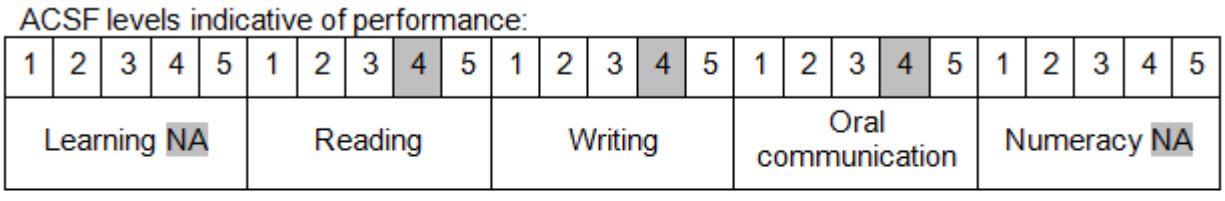
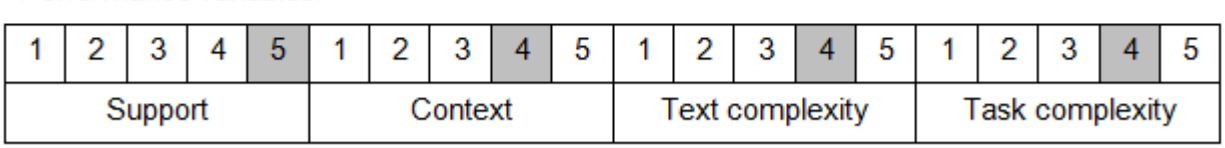
Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Gather information	1.1 Collate information and intelligence to assess situation. 1.2 Identify points of contact to gather information. 1.3 Evaluate whether situation is a search and rescue incident to determine response. 1.4 Disseminate information to inform stakeholders.
2. Assess search and rescue situation	2.1 Assess situation to determine responsibility for search and rescue incident. 2.2 Conduct appreciation of search and rescue incident to identify courses of action. 2.3 Conduct urgency assessment to determine level of response. 2.4 Communicate responsibility for coordination and control of search and rescue response.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.





Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

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Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLSAR007 Assess search and rescue requirements

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- gathering and evaluating information relating to potential search and rescue situations
- evaluating search and rescue situations
- undertaking risk and urgency assessments
- determining search and rescue requirements
- communicating with stakeholders

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- Commonwealth, national, state and territory legislation relating to search and rescue.
- national guidelines relating to search and rescue
- jurisdictional policies and procedures relating to search and rescue
- jurisdictional search and rescue systems
- roles and responsibilities for responding to search and rescue situations
- search and rescue terminology
- search and rescue emergency stages
- common characteristics of search and rescue situations
- distress and emergency signals
- process for conducting urgency assessments
- information collection techniques
- jurisdictional information management systems
- jurisdictional information sources
- resources to facilitate search and rescue responses

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLSAR008 Undertake initial search and rescue actions

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to conduct initial search and rescue (SAR) actions, including identifying search areas and conducting briefings when commencing a search and rescue operation.

This unit applies to those working as police staff involved in police search and rescue and incident management operations.

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 related to resource deployment, conducting briefings and debriefings and work health and safety (WHS).

Those undertaking this unit would work autonomously and within teams while remaining responsible for reporting to senior staff. They would perform a range of complex tasks and demonstrate adaptability across a broad range of contexts, either in the field or within police station/office environment.

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

Competency Field

Search and rescue

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to demonstrate

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essential outcomes	achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Plan initial search and rescue actions	1.1 Identify mission to prosecute search and rescue operation. 1.2 Identify resources to facilitate search and rescue operation. 1.3 Determine initial actions and resource deployment in accordance with nature of search and rescue incident. 1.4 Establish lines of communication with internal and external stakeholders to facilitate sharing of information/progress of operation.
2. Identify search area	2.1 Identify last known position of the target. 2.2 Apply search planning models. 2.3 Define initial search area to commence initial search and rescue operations. 2.4 Determine probability of detection and coverage for allocation of resources.
3. Conduct initial search and rescue activities	3.1 Deploy resources to carry out initial actions. 3.2 Assess and monitor search and rescue situation to adapt response. 3.3 Negotiate resource acquisition to facilitate search and rescue operation. 3.4 Prioritise tasks to maximise efficiency and effectiveness of resources.
4. Conduct briefings	4.1 Identify stakeholders to inform them of situation. 4.2 Collate information to develop briefings. 4.3 Deliver briefing to facilitate flow of information. 4.4 Communicate required follow-on actions for ongoing coordination of search and rescue operation.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

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ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLSAR008 Undertake initial search and rescue actions

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- establishing mission and deploying resources to commence search and rescue operation
- evaluating information to commence search and rescue operation
- coordinating initial search and rescue
- communicating with stakeholders
- reading and interpreting maps/charts
- performing calculations

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- contextual considerations which impact on search and rescue situation
- resources available to respond to search and rescue situations
- capabilities of assets and resources
- jurisdictional procurement processes relating to external agencies and resources
- communication search tools
- information technology systems to support search and rescue operation
- jurisdictional communication systems
- jurisdictional briefing and debriefing requirements
- media requirements for search and rescue situations
- the requirements of Defence Assistance to the Civil Community (DACC)
- jurisdictional legislation, policies and procedures relating to WHS

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLSAR009 Coordinate police search and rescue operation

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to plan and implement search and rescue operations, as well as coordinate search and rescue (SAR) resources and employ media strategies.

This unit applies to police staff undertaking police search and rescue coordination duties.

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 related to resource procurement, stakeholder and family liaison and work health and safety (WHS).

Those undertaking this unit would work within multi-agency teams and often liaise with stakeholders. They will have to make decisions independently while remaining accountable, as well as demonstrate the ability to display adaptability and situational awareness. They would perform complex tasks in a range of contexts, either in the field or within police station/office environment.

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

Competency Field

Search and rescue

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

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	further information is detailed in the range of conditions section.
1. Plan for search and rescue operations	1.1 Establish coordination centre to facilitate effective management of search and rescue operation. 1.2 Assess environmental factors to determine impact on search and rescue operation. 1.3 Identify resource requirements to undertake search and rescue operation and in accordance with environmental factors. 1.4 Identify role and capabilities of other search and rescue authorities to assist in search and rescue operation. 1.5 Select search patterns in accordance with environmental conditions/factors. 1.6 Develop rescue plan to assist in managing search and rescue operation. 1.7 Develop contingency plans to account for dynamic circumstances. 1.8 Review feasibility of plan in accordance with resources availability/capability and search and rescue mission. 1.9 Evaluate plan continually taking into account environmental context and nature of search and rescue incident. 1.10 Assess resources requirements for extended operations.
2. Implement search and rescue plan	2.1 Maintain critical decision records for accountability purposes. 2.2 Modify search and rescue plan in accordance with changing circumstances. 2.3 Evaluate search and rescue implementation continually to maximise probability of detection. 2.4 Facilitate family liaison to ensure next of kin are briefed. 2.5 Liaise with stakeholders to ensure effective coordination of resources. 2.6 Apply electronic search techniques to support search and rescue operation. 2.7 Seek medical advice to determine target's timeframe for survival. 2.8 Calculate probability of detection to assess effectiveness. 2.9 Determine when situation exceeds role/responsibility/capability for possible handover to another authority. 2.10 Identify follow-on actions required for ongoing coordination of search and rescue operation.
3. Coordinate resources	3.1 Delegate roles and responsibilities to ensure coordination of assets. 3.2 Allocate taskings and search areas in accordance with personnel and asset capabilities. 3.3 Monitor completion of tasks to ensure safety and task compliance.

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	3.4 Identify welfare and support considerations for personnel in accordance with WHS practices. 3.5 Facilitate resupply of resources to support SAR operations.
4. Employ media strategies	4.1 Determine media involvement in accordance with requirements of search and rescue operation. 4.2 Provide information to the media to assist search and rescue operation. 4.3 Liaise with media to manage accuracy and timeliness of information.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLSAR009 Coordinate police search and rescue operation

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- facilitating coordination of search and rescue operation and allocation/deployment of resources
- evaluating impacting factors on search and rescue operation
- liaising with, and coordinating multi-agency stakeholders to facilitate search and rescue operation
- displaying situational awareness within search and rescue operation context
- sourcing relevant information to inform search and rescue operation
- applying appropriate methods and techniques to facilitate search and rescue operation
- documenting progress of operation including critical decisions
- responding to media enquiries

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- national manuals relating to search and rescue
- jurisdictional authorisation procedures for search and rescue operation
- search area allocation
- search patterns
- probability of detection
- calculations relating to search and rescue operation
- methods for determining current location
- operating procedures for equipment
- search and rescue specialist unit

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- safety considerations for resources
- personal protective equipment and requirements
- first aid capabilities
- jurisdictional policies and procedures relating to reporting requirements, handovers, family liaison, command and control systems and reporting requirements
- the roles, responsibilities and capabilities of external stakeholders
- resource requirements for protracted searches
- WHS considerations for search and rescue operations
- medical considerations for persons in distress
- triangulation techniques and related legislative requirements
- communication channels
- interoperability of communication systems
- electronic search tools

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLSAR010 Conclude police search and rescue operation

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to conclude and, report the outcomes of, search and rescue (SAR) operations, including reviewing activities and communicating with stakeholders.

This unit applies to police staff undertaking police search and rescue coordination duties.

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 related to resource procurement, stakeholder and family liaison and work health and safety (WHS).

Those undertaking this unit would work within multi-agency teams and often liaise with stakeholders. They will have to make decisions independently while giving consideration to financial and human resource management requirements. They would perform complex tasks in a range of contexts either in the field or within police station/office environment.

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

Competency Field

Search and rescue

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

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	further information is detailed in the range of conditions section.
1. Conclude search and rescue operations	1.1 Identify when to terminate as a result of medical advice, expiry of timeframe of survival or no likelihood of locating target. 1.2 Review search and rescue activities in accordance with legislative and investigative requirements. 1.3 Liaise with family prior to terminating search to maintain transparency. 1.4 Consult with stakeholders prior to terminating search to facilitate conclusion of operations. 1.5 Communicate intention to terminate to stakeholders to conclude operations. 1.6 Recall/stand down assets in accordance with resource requirements. 1.7 Ensure all assets are accounted for and prepared for redeployment. 1.8 Debrief search and rescue participants to review outcomes of search and rescue operation.
2. Report outcomes of search and rescue operations	2.1 Maintain records of critical decisions and their justifications for accountability and transparency purposes. 2.2 Collate information/log for search and rescue records. 2.3 Prepare jurisdictional reports for dissemination in accordance with reporting requirements.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

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Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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Assessment Requirements for POLSAR010 Conclude police search and rescue operation

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- terminating search and rescue operation
- evaluating conduct of search and rescue operation
- recalling and accounting for resources and assets
- communicating with stakeholders
- documenting outcomes of search and rescue operation

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- Commonwealth, national, state and territory legislation relating to the conclusion of search and rescue operation
- jurisdictional policies and procedures relating to the conclusion search and rescue operation
- jurisdictional reporting requirements for search and rescue operation
- jurisdictional policies and procedures relating to administration and finances for search and rescue operation
- body recovery searches
- incident scene management
- process for and requirements of coronial investigations
- jurisdictional re-supply guidelines
- judicial processes

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Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POL Police Training Package

Modification History

Version	Comments
1	Primary release of POL TP complying with the new standards. Units and qualifications based on Police material from PUA12 V2.1.

Credit Arrangements

Qualification Code	Qualification Title	Credit Arrangements
POL21115	Certificate II in Community Engagement	At the time of endorsement of this training package no credit arrangements exist.
POL31115	Certificate III in Aboriginal Community Policing	At the time of endorsement of this training package no credit arrangements exist.
POL31215	Certificate III in Police Liaison	At the time of endorsement of this training package no credit arrangements exist.
POL41115	Certificate IV in Aboriginal Community Policing	At the time of endorsement of this training package no credit arrangements exist.
POL41215	Certificate IV in Protective Services	At the time of endorsement of this training package no credit arrangements exist.
POL50115	Diploma of Policing	At the time of endorsement of this training package no credit arrangements exist.
POL52115	Diploma of Police Intelligence Practice	At the time of endorsement of this training package no credit arrangements exist.
POL54115	Diploma of Forensic Investigation	At the time of endorsement of this training package no credit arrangements exist.

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POL58115	Diploma of Police Search and Rescue Coordination	At the time of endorsement of this training package no credit arrangements exist.
POL60115	Advanced Diploma of Police Supervision	At the time of endorsement of this training package no credit arrangements exist.
POL62115	Advanced Diploma of Human Source Management	At the time of endorsement of this training package no credit arrangements exist.
POL62215	Advanced Diploma of Police Intelligence Operations	At the time of endorsement of this training package no credit arrangements exist.
POL62315	Advanced Diploma of Police Witness Protection	At the time of endorsement of this training package no credit arrangements exist.
POL62415	Advanced Diploma of Surveillance	At the time of endorsement of this training package no credit arrangements exist.
POL62515	Advanced Diploma of Undercover Operations (Operative/Controller)	At the time of endorsement of this training package no credit arrangements exist.
POL62615	Advanced Diploma of Police Close Personal Protection	At the time of endorsement of this training package no credit arrangements exist.
POL64115	Advanced Diploma of Forensic Investigation	At the time of endorsement of this training package no credit arrangements exist.
POL65115	Advanced Diploma of Police Investigation	At the time of endorsement of this training package no credit arrangements exist.
POL66115	Advanced Diploma of Police Negotiation	At the time of endorsement of this training package no credit arrangements exist.
POL68115	Advanced Diploma of Police Search and Rescue Management	At the time of endorsement of this training package no credit arrangements exist.

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POL80115	Graduate Certificate in Police Management	At the time of endorsement of this training package no credit arrangements exist.
POL84115	Graduate Certificate in Forensic Firearm Examination	At the time of endorsement of this training package no credit arrangements exist.
POL84215	Graduate Certificate in Forensic Fingerprint Investigation	At the time of endorsement of this training package no credit arrangements exist.
POL84315	Graduate Certificate in Crime Scene Investigation	At the time of endorsement of this training package no credit arrangements exist.
POL87115	Graduate Certificate in Police Prosecution	At the time of endorsement of this training package no credit arrangements exist.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351

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POLSS00001 Advanced Police Investigation

Modification History

Release	Comments
1	This skill set was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Description

This skill set allows for the attainment of advanced skills in police investigation. The skill set covers skills that allow police to lead, oversee and manage serious and complex investigations.

Pathways Information

This skill set is stand alone and does not lead to a specific policing qualification.

Licensing/Regulatory Information

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

Skill Set Requirements

Units	
POLINV005	Coordinate multi-agency investigations
POLINV006	Lead major investigations
POLINV007	Conduct jurisdictional review of policing practices
POLINV008	Manage complex investigations

Target Group

Not applicable.

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Suggested words for Statement of Attainment

These competencies meet the industry standard for conducting advanced investigations in a policing environment.

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POLSS00002 Police Intelligence (team leader)

Modification History

Release	Comments
1	This skill set was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages.

Description

This skill set applies to people working as part of the intelligence process within a policing environment.

This skill set provides the abilities to engage with stakeholders and lead teams within a policing intelligence context, including the mentoring and coaching of less experienced intelligence practitioners.

Pathways Information

This skill set is stand alone and does not lead to a specific policing qualification.

Licensing/Regulatory Information

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

Skill Set Requirements

Units	
POLGEN001	Develop high performing teams within policing
POLGEN003	Facilitate community engagement for policing purposes

Target Group

Not applicable.

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Suggested words for Statement of Attainment

These competencies meet the industry standard for leading teams as part of the intelligence process in a policing environment.

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