



Australian Government

Department of Education, Employment and Workplace Relations

PSPBORD404A Analyse surveillance products

Revision Number: 3

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Modification History

Release	TP Version	Comments
3	PSP12V1	Unit descriptor edited.
2	PSP04V4.2	Layout adjusted. No changes to content.
1	PSP04V4.1	Primary release.

Unit Descriptor

This unit covers the skills and knowledge to receive and assess surveillance products against tasking requirements. It includes receiving surveillance products, assessing photographs, and processing, analysing, storing and disseminating information.

In practice, analysis of surveillance products may overlap with other generalist and specialist public sector work activities such as acting ethically, complying with legislation, applying government processes, using resources, gathering information, etc.

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

Application of the Unit

Not applicable.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements are the essential outcomes of the unit of competency. Together, performance criteria specify the requirements for competent performance. Text in ***bold italics*** is explained in the Range Statement following.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Receive surveillance product/s	<p>1.1 Post mission reports and photographs are received and processed at the conclusion of each flight.</p> <p>1.2 <i>Post mission information</i> is received in accordance with standard operating procedures.</p> <p>1.3 Post-mission information is checked against the tasking and any shortfall is addressed in accordance with organisational policy and procedures.</p>
2. Assess photographs	<p>2.1 Photographs are processed and reviewed.</p> <p>2.2 Contractor photography is assessed and recorded.</p> <p>2.3 Feedback is provided to contractor within specified timeframe.</p>
3. Process information	<p>3.1 Information is logged in accordance with organisational policy and procedures.</p> <p>3.2 Information is processed according to client requirements.</p> <p>3.3 Statistics are gathered against agreed criteria.</p>
4. Analyse information	<p>4.1 Information is analysed in accordance with organisational procedures.</p> <p>4.2 Information requiring immediate attention is identified and conveyed to clients.</p> <p>4.3 Possible changes to the operational plans are identified.</p>
5. Store and disseminate information	<p>5.1 Information is stored securely and in accordance with standard operating procedures.</p> <p>5.2 Information is disseminated to the appropriate stakeholders in a secure manner.</p> <p>5.3 Feedback is sought from stakeholders in accordance with organisational policy and procedures.</p>

Required Skills and Knowledge

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

Skill requirements

Look for evidence that confirms skills in:

- using technology and equipment
- analysing surveillance products and information
- using a range of communication and liaison methods with a diverse range of audiences
- obtaining and acting on feedback
- responding to diversity, including gender and disability
- applying occupational health and safety and environmental procedures in the context of surveillance product analysis

Knowledge requirements

Look for evidence that confirms knowledge and understanding of:

- enabling and allied legislation
- policy, procedures, guidelines, protocols and standard operating procedures
- organisational and jurisdictional values/ethics and codes of conduct
- surveillance operations
- relevant technology and equipment
- types of information
- client needs
- security requirements
- effective information management processes
- workplace and industry environment
- equity and diversity principles
- public sector legislation including occupational health and safety and environment related to analysis of surveillance products

Evidence Guide

The Evidence Guide specifies the evidence required to demonstrate achievement in the unit of competency as a whole. It must be read in conjunction with the Unit descriptor, Performance Criteria, the Range Statement and the Assessment Guidelines for the Public Sector Training Package.

Units to be assessed together

- *Pre-requisite* units that must be achieved prior to this unit: *Nil*
- *Co-requisite* units that must be assessed with this unit: *Nil*
- *Co-assessed units* that may be assessed with this unit to increase the efficiency and realism of the assessment process include, but are not limited to:
 - PSPBORD402A Develop surveillance flight routes
 - PSPBORD403A Review operational schedules
 - PSPETHC401A Uphold and support the values and principles of public service
 - PSPGOV406B Gather and analyse information
 - PSPGOV422A Apply government processes
 - PSPLEGN401A Encourage compliance with legislation in the public sector
 - PSPREG401C Exercise regulatory powers

Overview of evidence requirements

In addition to integrated demonstration of the elements and their related performance criteria, look for evidence that confirms:

- the knowledge requirements of this unit
- the skill requirements of this unit
- application of the Employability Skills as they relate to this unit (see Employability Summaries in Qualifications Framework)
- processing and analysis of surveillance products dealing with a range of (3 or more) contexts (or on 3 or more occasions, over time)

Resources required to carry out assessment

These resources include:

- legislation, policy, procedures and protocols relating to analysis of surveillance products
- operational equipment and technology
- case studies and workplace scenarios to capture the range of situations likely to be encountered when analysing surveillance products

Where and how to assess evidence

Valid assessment of this unit requires:

- a workplace environment or one that closely resembles normal work practice and replicates the range of conditions likely to be encountered when analysing surveillance products, including coping with difficulties, irregularities and breakdowns in routine

- processing and analysis of surveillance products dealing with a range of (3 or more) contexts (or on 3 or more occasions, over time)

Assessment methods should reflect workplace demands, such as security requirements, staff rostering and availability, literacy and the needs of particular groups, such as:

- people with disabilities
- people from culturally and linguistically diverse backgrounds
- Aboriginal and Torres Strait Islander people
- women
- young people
- older people
- people in rural and remote locations

Assessment methods suitable for valid and reliable assessment of this competency may include, but are not limited to, a combination of 2 or more of:

- case studies
- demonstration
- observation
- portfolios
- projects
- questioning
- scenarios
- simulation or role plays
- authenticated evidence from the workplace and/or training courses

For consistency of assessment

Evidence must be gathered over time in a range of contexts to ensure the person can achieve the unit outcome and/or apply the competency in different situations or environments

Range Statement

The Range Statement provides information about the context in which the unit of competency is carried out. The variables cater for differences between States and Territories and the Commonwealth, and between organisations and workplaces. They allow for different work requirements, work practices and knowledge. The Range Statement also provides a focus for assessment. It relates to the unit as a whole. Text in ***bold italics*** in the Performance Criteria is explained here.

<i>Post mission information</i> may include:	<ul style="list-style-type: none">• post mission reports• tactical reports• surveillance sightings
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Unit Sector(s)

Not applicable.

Competency field

Border Protection.