



**Australian Government**

**Assessment Requirements for PUAEMR011  
Manage and evaluate emergency  
management exercises**

**Release: 1**

# Assessment Requirements for PUAEMR011 Manage and evaluate emergency management exercises

## Modification History

**Release 1.** This is the first release of this unit of competency in the PUA Public Safety Training Package.

## Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria on at least two separate occasions and includes

- building networks and relationships
- completing exercise risk and safety requirements
- consulting with stakeholders including implementing the communications plan
- determining and managing small group activities
- evaluating exercise outcomes against exercise objectives
- following organisational policies and procedures including Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements and evacuation plans
- gathering and analysing feedback
- managing exercise plan and directing activity personnel
- planning and delivering briefings and debriefings
- preparing to manage emergency management exercises
- reviewing pace and intensity of an exercise
- supervising exercise activities
- working in group settings

## Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria and includes knowledge of

- budget and logistics management principles
- educational principles underpinning the design of objectives and linking those to activities
- exercise management concepts and principles
- logistic requirements including
  - accommodation
  - catering
  - equipment
  - exercise management personnel

- exercise role players
- facilities
- finance and accounting procedures
- first aid and medical supplies and personnel
- guest or specialist speakers or presenters
- participants
- transport
- organisational documentation, policies and procedures including
  - environmental management and sustainability policies
  - exercise plan
  - facility emergency response plan
  - legislation relevant to organisational operational, corporate and strategic plans
  - performance standards
  - personnel and roles
  - quality standards
  - Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) practices and guidelines
- risk and safety management principles including risk mitigation

## 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.

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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 two different types of workplace operational situations, including at least one exercise that requires multi organisational exercises where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated operational situations that replicate workplace conditions.

Assessment must confirm the ability to

- ensure all permissions, authorities, clearances and approvals are obtained
- ensure all resources are available for the exercise and
- pace of the exercise proceeds appropriately to achieve its' objectives

Resources for assessment must include access to

- a range of relevant exercises, case studies and/or simulations
- relevant and appropriate materials, equipment, tools and personal protective clothing

currently used in industry

- applicable documentation including organisational procedures, industry standards, equipment specifications, regulations, codes of practice and operational manuals.

## **Links**

PUA Training Package Companion Volume Implementation Guide is found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=3eca5672-6d5a-410b-8942-810d0ba05bbf>