



**Australian Government**

# **PUAEMR032 Design emergency management exercises**

**Release: 1**

# PUAEMR032 Design emergency management exercises

## Modification History

**Release 1.0** This is the first release of this unit of competency in the PUA Public Safety Training Package.

## Application

This unit of competency involves the skills and knowledge required to design, develop and document activities that exercise one or more of the elements of emergency management arrangements. It includes determining exercise need and purpose by designing and planning exercise activities, assessing exercise risks and identifying logistics requirements.

Emergency management exercises may be used to simulate emergency events in order to train personnel, review and test planning processes, identify needs and/or weaknesses, demonstrate capabilities and to practice people in working together. The design skills in this unit can be applied to any context in which an emergency management exercise is appropriate.

The unit applies to personnel with responsibility for designing emergency management exercises. No licensing, legislative or certification requirements apply to this unit at the time of publication.

## Pre-requisite Unit

Not applicable

## Competency Field

Emergency Management

## Unit Sector

Not applicable

## Elements and Performance Criteria

### ELEMENTS

Elements describe the essential outcomes.

#### **1 Determine exercise need and purpose**

### PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

#### **1.1** Exercise entities are identified and engaged

- |                                              |            |                                                                                                                                           |
|----------------------------------------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------|
|                                              | <b>1.2</b> | Governance arrangements for the exercise are confirmed                                                                                    |
|                                              | <b>1.3</b> | Need and purpose of the exercise is identified and documented in consultation with entities                                               |
|                                              | <b>1.4</b> | Exercise aim and objectives are confirmed and documented                                                                                  |
|                                              | <b>1.5</b> | Exercise scope is determined based on operational outcomes, results of training needs analysis, previous exercises and evaluation reports |
| <b>2 Design and plan exercise activities</b> | <b>2.1</b> | Exercise planning teams are established                                                                                                   |
|                                              | <b>2.2</b> | Governance and planning meetings are held, agreements and decisions are made and outcomes are documented and communicated to entities     |
|                                              | <b>2.3</b> | Design planning processes are undertaken with entities to meet exercise aims, objectives and components                                   |
|                                              | <b>2.4</b> | Exercise style and activities, consistent with aims and objectives, are identified in consultation with entities                          |
|                                              | <b>2.5</b> | An exercise plan and component parts is developed and documented                                                                          |
|                                              | <b>2.6</b> | Evaluation strategy is documented in accordance with exercise aim and objectives                                                          |
| <b>3 Assess exercise risks</b>               | <b>3.1</b> | Risk and safety considerations are identified and included in the planning process                                                        |
|                                              | <b>3.2</b> | Activities which mitigate or reduce risks associated with conducting exercise activities are designed                                     |
|                                              | <b>3.3</b> | Exercise risk and safety management plan is prepared                                                                                      |
| <b>4 Identify logistics requirements</b>     | <b>4.1</b> | Physical, virtual, human and budget resources to support the exercise are identified and secured                                          |
|                                              | <b>4.2</b> | Briefing requirements for exercise management personnel and participants are identified                                                   |

## 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 not equivalent to PUAEMR013 Design emergency management exercises.

## Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=3eca5672-6d5a-410b-8942-810d0ba05bbf>