



**Australian Government**

# **PUAFIR610 Manage imaging and electronic data**

**Release: 1**

# PUAFIR610 Manage imaging and electronic data

## Modification History

**Release 1.** 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 electronically record evidence at a fire investigation scene. It includes the use, collection and selection of media and the analysis and management of associated data.

The unit focuses on developing and applying a systematic approach to electronically recording physical evidence at a fire investigation, using a range of media. Application of this unit is relevant to specialist fire investigators who are required to determine the origin and cause of fires.

The fire sector is those sections of government departments, statutory authorities or organisations that have responsibility under jurisdictional arrangements for the delivery of firefighting and fire management services.

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

## Pre-requisite Unit

Not applicable.

## Competency Field

Fire

## Unit Sector

Fire

## Elements and Performance Criteria

### ELEMENTS

Elements describe the essential outcomes.

#### 1 Evaluate scene to

### PERFORMANCE CRITERIA

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

#### 1.1 Work, Health and Safety (WHS)/Occupational Health

|                                                     |            |                                                                                                                                                                                                     |
|-----------------------------------------------------|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>determine data to be captured electronically</b> |            | and Safety (OHS) procedures appropriate to the incident are followed                                                                                                                                |
|                                                     | <b>1.2</b> | Scene is assessed to identify and confirm data to be captured electronically                                                                                                                        |
|                                                     | <b>1.3</b> | Process for data capture is determined, in accordance with organisational procedures, guidelines and legislative requirements                                                                       |
| <b>2 Select and prepare equipment</b>               | <b>2.1</b> | Equipment and accessories are selected, in accordance with organisational procedures and the specific requirements of incident                                                                      |
|                                                     | <b>2.2</b> | Personnel are briefed on capture processes and required quality and quantity of evidence                                                                                                            |
| <b>3 Capture evidence electronically</b>            | <b>3.1</b> | Electronic equipment is used to capture physical evidence, in accordance with organisational procedures                                                                                             |
|                                                     | <b>3.2</b> | Selected techniques for the capture of data are tested and modified, where necessary                                                                                                                |
|                                                     | <b>3.3</b> | Electronic record of physical evidence is documented and labelled, in accordance with organisational procedures and legal requirements to ensure continuity, authenticity and integrity of evidence |
|                                                     | <b>3.4</b> | Evidence captured is protected from data corruption, in accordance with organisational procedures                                                                                                   |
|                                                     | <b>3.5</b> | Data evidence log is completed and maintained, in accordance with organisational procedures                                                                                                         |
| <b>4 Analyse data to support conclusions</b>        | <b>4.1</b> | Data is assessed and analysed to support conclusions                                                                                                                                                |
|                                                     | <b>4.2</b> | Data is collated and selected, in accordance with organisational procedures                                                                                                                         |
|                                                     | <b>4.3</b> | Selected evidence is prepared for use in reports and/or presentations                                                                                                                               |
| <b>5 Manage electronic evidence</b>                 | <b>5.1</b> | Processes for capturing evidence are maintained and audited, in accordance with organisational procedures                                                                                           |
|                                                     | <b>5.2</b> | Primary and working copies of data collected are created, stored and used, as required                                                                                                              |
|                                                     | <b>5.3</b> | Data is disseminated, in accordance with organisational                                                                                                                                             |

procedures and legislative requirements

- 5.4 Data identified for disposal is eliminated, in accordance with organisational procedures and legal requirements
- 5.5 Data to be retained is documented and stored or archived to ensure continuity and non-contamination or degradation of evidence, in accordance with organisational procedures and legal requirements
- 5.6 Imaging and electronic data and equipment is stored securely, in accordance with organisational procedures

## 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 PUAFIR610A Manage imaging and electronic data.

## 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>