



**Australian Government**

# **PUAOPE018 Control a Level 2 incident**

**Release: 1**

## PUAOPE018 Control a Level 2 incident

### Modification History

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

### Application

This unit of competency involves the skills and knowledge manage all activities and personnel deployed to resolve Level 2 incidents through use of internal and external resources.

It includes establishing a control facility, developing and maintaining control structures, developing and maintaining coordination arrangements, assessing situation and determining priorities, providing public information, developing an incident action plan and complementary plans, maintaining control of incident, managing implementation of incident plans, concluding incident activities and reviewing incident activities.

Level 2 incidents are characterised by the need for deployment of resources beyond the initial response or sectorisation of the incident or the establishment of functional sections due to the levels of complexity or a combination of the above.

A person performing this role is appointed by the organisation with the legislative responsibility for overall management of the incident. The Incident Controller may delegate one or more functions to members of the Incident Management Team (IMT) based on the requirements of the incident. Authorisation to perform this role is subject to organisational policies and procedures.

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

### Pre-requisite Unit

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.

It is essential that the prerequisite units listed below are obtained prior to the issuance of this unit to individuals within the fire sector or the units contributing to the attainment of a fire qualification.

PUAOPE012 Control a Level 1 incident

### Competency Field

Operations

## Unit Sector

Public Safety

## Elements and Performance Criteria

### ELEMENTS

Elements describe the essential outcomes.

### PERFORMANCE CRITERIA

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

- |                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1 Establish control</b>                      | <p><b>1.1</b> Control is assumed, in accordance with designated authority and briefing is received</p> <p><b>1.2</b> Communication is established, and the identity of the Incident Controller is communicated to participating and other pertinent organisations or authorities</p> <p><b>1.3</b> Key personnel and support organisations are identified and notified, and communication channels are established to allow for the exchange of information</p> <p><b>1.4</b> Nature, extent and potential of incident is identified through liaison with previous incident management team and relevant personnel and authorities</p> <p><b>1.5</b> Security is established for the incident</p> |
| <b>2 Establish control facility</b>             | <p><b>2.1</b> Control facility is established, in accordance with organisational policies and procedures</p> <p><b>2.2</b> Establishment of the facility is communicated to participating and pertinent personnel and authorities</p> <p><b>2.3</b> Communication systems and procedures are established to facilitate the functions of control and coordination with regional emergency managers and participating and pertinent organisations and authorities</p>                                                                                                                                                                                                                               |
| <b>3 Develop and maintain control structure</b> | <p><b>3.1</b> Existing control structure is reviewed, with a control structure planned and developed commensurate with current and forecast nature and complexity of the incident</p> <p><b>3.2</b> Functional roles within the control structure are delegated and briefings are conducted</p> <p><b>3.3</b> Flow of information is managed ensuring reliable recording and reporting systems are established and</p>                                                                                                                                                                                                                                                                            |

- maintained
- 3.4** Control systems are identified and managed, in accordance with the control structure
- 3.5** Control structure is scaled up or down in response to changes within the incident
- 4 Develop and maintain coordination arrangements**
- 4.1** Coordination arrangements are established, reviewed and maintained commensurate with current and forecast nature and complexity of the incident
- 4.2** Requirements for coordination with emergency management structures at a regional level are identified, in accordance with organisational policies and procedures
- 4.3** Requirements for coordination with government agencies are confirmed, in accordance with organisational policies and procedures and communication methods are established
- 4.4** Requirements for coordination with infrastructure and other community support organisations are confirmed, in accordance with organisational policies and procedures
- 5 Assess situation and determine priorities**
- 5.1** Information about the incident and its context is obtained from participating organisations and approved sources, including local knowledge
- 5.2** Incident Controller's statement of intent is developed and communicated to participating and pertinent personnel and authorities
- 5.3** Risk assessment, including community and environmental risks, is conducted
- 5.4** Constraints which may impede response options are identified
- 5.5** Information is analysed and processed to establish priorities for dealing with the incident
- 5.6** Incident objectives are determined and are communicated internally and externally to the incident
- 5.7** Incident Controller's intent and incident objectives are reviewed against information updates, reports and

		feedback
<b>6</b>	<b>Provide public information</b>	<p><b>6.1</b> Timely and tailored warnings and information are issued to the community using approved strategies</p> <p><b>6.2</b> Media liaison requirements are identified and managed, in accordance with organisational procedures</p>
<b>7</b>	<b>Develop Incident Action Plan and complementary plans</b>	<p><b>7.1</b> Written Incident Action Plans (IAPs) and complementary incident plans are developed, in accordance with approved operating procedures</p> <p><b>7.2</b> Options analysis is conducted to determine appropriate course of action</p> <p><b>7.3</b> Strategies in the IAP are developed and updated commensurate with current and forecast nature and complexity of the incident</p> <p><b>7.4</b> Resources to implement the IAP are identified and sought</p> <p><b>7.5</b> Stakeholders are consulted about content of the IAP and complementary incident plans</p> <p><b>7.6</b> IAP and complementary incident plans are approved by the Incident Controller</p>
<b>8</b>	<b>Maintain control of incident</b>	<p><b>8.1</b> Planning meetings are scheduled and conducted with the incident management team and key agency commanders to support progress towards achieving incident objectives</p> <p><b>8.2</b> Leadership is provided to support the incident management team's shared purpose and direction</p> <p><b>8.3</b> Oversight is maintained, and performance of leaders of functional sections and Deputy Incident Controllers is managed</p> <p><b>8.4</b> Incident records are maintained, in accordance with organisational procedures</p> <p><b>8.5</b> Health, safety and welfare of personnel working on the incident is considered and arrangements are maintained to support it</p>
<b>9</b>	<b>Manage implementation of incident plans</b>	<p><b>9.1</b> IAP and complementary incident plans are communicated to teams, in accordance with organisational procedures</p>

- 9.2 Incident strategies are implemented through the control structure and coordination with participating and pertinent organisations is maintained
  - 9.3 Environmental effects of incident are managed
  - 9.4 Progress towards objectives and success of incident strategies is regularly evaluated and corrective action is taken, as required
  - 9.5 Requirements for briefing regional emergency management structures and government agencies are met, in accordance with organisational procedures
- 10 Conclude incident activities**
- 10.1 Incident management structures and delegations are scaled down, in accordance with the needs of the incident
  - 10.2 Coordination occurs with regional managers and support and recovery organisations or agencies to ensure transition and continuity of relief and recovery activities
  - 10.3 Information to support mitigation and rehabilitation of environmental effects of incident and response activities is collated and communicated to all stakeholders
  - 10.4 Human and physical resources are accounted for and demobilised, in accordance with organisational procedures
  - 10.5 Organisational standards and requirements for financial accounting are met
- 11 Review incident activities**
- 11.1 Performance of incident management team is evaluated and communicated through the chain of command
  - 11.2 Debriefing plan is compiled and executed, in accordance with identified needs for debriefing

## 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 PUAOPE018A Control a Level 2 incident.

## **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>