



Australian Government

PUAFIR612A Undertake post-incident analysis

Release 3

PUAFIR612A Undertake post-incident analysis

Modification History

Release	TP Version	Comments
3	PUA12 V2.1	Editorial changes.
2	PUA12 V2	Layout adjusted. No changes to content
1	PUA00 V8.1	Primary release on TGA

Unit Descriptor

This unit covers the competency required to manage or participate in the analysis of an incident subsequent to the event. The analysis would review all pre/actual/post aspects of the event.

This unit is not intended to address post-incident analysis of operational activities.

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

Application of the Unit

Application of this unit is relevant to fire investigators who conduct post-incident analysis of fire investigations.

The unit focuses on the skills and knowledge required to develop and apply a systematic approach to a post-incident analysis across incidents (structure, mobile and wildfire).

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

CPPSEC3028A Compile investigative report

PUAFIR605A Determine origin and cause of mobile property fire (Fire sector specific)

And either

PUAFIR603A Determine origin and cause of wildfire (Fire sector specific)

OR

PUAFIR604A Determine origin and cause of structure fire (Fire sector specific)

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency.

Performance Criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Participate in post-incident analysis	1.1 Roles and responsibilities of multi- <i>agency</i> and <i>support personnel</i> involved in post-incident analysis are confirmed 1.2 Cooperation with multi-agency personnel in the conduct of the post-incident analysis, consistent with designated roles and responsibilities, is achieved 1.3 Information required for the post-incident analysis from multi-agency personnel is identified, sought and received 1.4 Protective clothing and equipment are used in accordance with agency procedures 1.5 Occupational health and safety (OHS) procedures appropriate to the incident are followed
2. Facilitate initial assessment of incident	2.1 Integrity of the site is established and maintained to ensure objectivity of information collected, in accordance with legal requirements 2.2 Statutory and legal obligations are identified and adhered to 2.3 Factors affecting the <i>complexity</i> of the investigation are determined 2.4 <i>Stakeholders and interested parties</i> are notified as appropriate
3. Participate in investigation processes	3.1 Organisational policies and procedures for scene investigation are implemented 3.2 Scope of investigation is determined 3.3 Stakeholder involvement is facilitated 3.4 <i>Resources</i> and expertise are committed to post-incident analysis 3.5 <i>Barriers impacting on post-incident analysis</i> are identified and addressed 3.6 Action plans and timelines are developed and implemented 3.7 Members of <i>analysis team</i> are liaised with as necessary
4. Collect data for analysis	4.1 Information and data is sourced and accessed 4.2 Visual and electronic data is collected 4.3 <i>Relevant current and historical data</i> is collected 4.4 Interviews are conducted 4.5 Information and data gathered by others is analysed 4.6 <i>Documented evidence</i> is recorded

- 5. Analyse collected data**
- 5.1 Conceptual basis for the analysis is confirmed
 - 5.2 Timeline of events is constructed, where possible
 - 5.3 Conditions and circumstances contributing to the incident and resulting escalation are identified
 - 5.4 Relationship between human behaviour and incident is assessed
 - 5.5 Impact of the application of building codes is assessed
 - 5.6 Issues are identified
 - 5.7 Likelihood of re-occurrence with high consequence is assessed and actioned
- 6. Compile post-incident analysis report**
- 6.1 Results of analysis and recommendations are reported in accordance with agency agreed procedures and legal requirements
 - 6.2 Relevant information and data is disseminated to ***key personnel within the organisation***, stakeholders and external agencies as appropriate
 - 6.3 Data dissemination process is analysed and evaluated

Required Skills and Knowledge

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

Required Skills

- access relevant information and data
- analyse information, events and situations
- carry out simple arithmetical calculations (e.g. percentage change)
- communicate clearly and effectively
- consult and negotiate with stakeholders and witnesses
- make observations and record outcomes
- manage own tasks within a timeframe
- manage projects
- produce graphs of workplace information and data i.e. identify trends
- recommend and implement change
- use a range of communication media
- use information technology to access and enter internal and external information and data
- use visual and electric recording equipment

Required Knowledge

- characteristics, mode of action and units of measurement of major hazard types
- concept of common law duty of care
- ethics related to professional practice
- formal and informal communication and consultation processes, and key personnel related to communication
- hierarchy of control and considerations for choosing between different control measures, such as possible inadequacies of particular control measures
- internal and external sources of information and data
- methods of providing evidence admissible in a court of law
- organisational policies and procedures
- principles and practices of continuity and validity of evidence retention for potential legal action
- relevant government agencies (environment protection agencies, fire authorities, OHS authorities, police and other emergency services)
- relevant legislation
- requirements for record keeping that addresses OHS, privacy and other legislation
- roles and responsibilities under OHS legislation of employees, including supervisors and contractors
- standard industry controls for a range of hazards
- structure and forms of legislation including regulations, codes of practice, associated standards and guidance material

Evidence Guide

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Assessment must confirm the ability to:

- conduct an investigation in a systematic approach based on scientific method
- conduct an initial assessment of the situation and the establishment of processes
- identify issues
- develop recommendations
- disseminate relevant information and data
- apply knowledge, principles and practices of continuity and validity of evidence retention for potential legal action.

Consistency in performance

Competency should be demonstrated over time and across a range of workplace and/or simulated situations.

Context of and specific resources for assessment

Context of assessment

Competency should be assessed in the workplace or in a simulated workplace environment.

Specific resources for assessment

Access is required to:

- incident scene or simulation
- all relevant documentation
- recording tools both visual and electronic
- other personnel involved in investigations.

Guidance information for assessment

Assessment methods suitable for valid and reliable assessment of this unit may include a combination of:

- case studies
- demonstration
- observation
- questioning
- scenarios
- authenticated evidence from the workplace

Delivery and assessment of this unit may be complemented by clustering with PSPREG411A Gather information through interviews.

Range Statement

The Range Statement relates to the Unit of Competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the Performance Criteria is detailed below.

<p><i>Agencies</i> may include:</p>	<ul style="list-style-type: none"> • Coroner • Electrical authorities • Fire services • Forensic scientists • Gas authorities • Industry peak bodies • Insurance investigators, assessors and construction companies (to ‘make safe’ properties) • Other statutory authorities • Police investigators
<p><i>Support personnel</i> may include:</p>	<ul style="list-style-type: none"> • Government and private forensic chemists • Insurance investigators and assessors • Statutory bodies
<p><i>Complexity</i> may include:</p>	<ul style="list-style-type: none"> • Administrative implications • Conflict of interest issues • Existence of secondary hazards • International conventions • Involvement of external agencies • Language competencies of parties involved • Legal implications arising from the incident or post-incident related matters • Level of public or political interest • Number of other parties, including sub-contractors • Seriousness of injury or other outcomes • Technical implications
<p><i>Stakeholders and interested parties</i> may include:</p>	<ul style="list-style-type: none"> • Community • Coroner • Emergency services agencies • Employees • Employers • Fire services • Government agencies • Insurance representatives • Manufacturers • Media • Owners and occupants • Peak bodies

	<ul style="list-style-type: none"> • Politicians • Sub-contractors • Suppliers and distributors • Unions
Resources may include:	<ul style="list-style-type: none"> • Funding • Physical resources • Staffing
Barriers impacting on post-incident analysis may include:	<ul style="list-style-type: none"> • Access to incident • Availability of research data and analysis or testing equipment • Availability of technical design information and data relevant to the investigation • Changes to incident scene • Condition of witnesses • Cultural issues • Economic implications • Geographical location and/or accessibility • Lack of records • Language • Legal restrictions or limitations (temporary, short-term or long-term) • Length of time from when incident occurred/first identified • Political and community stakeholder sensitivity • Time limits imposed
Analysis team may include:	<ul style="list-style-type: none"> • Experts/specialists relevant to incident type for example: • engineers • firefighting personnel (urban, rural, auxiliary) • forensic scientists • land managers • police and other emergency services personnel • qualified fire investigators • statutory authorities • surveyors • union representatives
Relevant current and historical data may include:	<ul style="list-style-type: none"> • Data relevant to incident type such as building plans, essential service plans, relevant history, council information, fuel loads, weather data, incident records, flight plans
Documented evidence includes:	<ul style="list-style-type: none"> • Documentary evidence • Interviews

	<ul style="list-style-type: none">• Measurements• Multimedia information• Photography (digital, closed circuit television [CCTV], other media images)• Sketches• Statements
<i>Key personnel within the organisation</i> may include:	<ul style="list-style-type: none">• External specialist personnel and contractors• Forensic scientists• Legal advisor• Personnel involved in incident/situation• Union or staff association representatives

Unit Sector(s)

Not applicable.