Australian Government

PUAOPE012A Control a Level 1 incident

Release 3

INDUSTRY
SKILLS
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PUAOPE012A Control a Level 1 incident

Modification History

Release	TP version	Comments
3	PUA12 V2.1	Editorial changes.
2	PUA12 V1	Layout adjusted.
1	PUA00 V8.1	Primary release on TGA.

Unit Descriptor

This unit covers the competency required to control a Level 1 incident through the use of local or initial response resources.

This unit includes the competency to proceed to the incident, to assess the incident, to plan and implement an operational response and post-response activities.

A Level 1 incident is characterised by being able to be resolved through the use of local or initial response resources only. In a Level 1 response the major function is operations, that is, to resolve the incident.

Control of the incident is limited to the immediate area and therefore the operations function can usually be carried out by the Incident Controller. Being relatively minor, the other functions of planning and logistics will generally be undertaken concurrently by the Incident Controller.

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

Application of the Unit

This unit applies to people responsible for:

- developing an Incident Action Plan
- achieving the incident objective
- providing a safe work environment
- managing the incident as effectively and efficiently as circumstances allow
- keeping relevant people informed and aware of incident progress.

The authorisation to control a Level 1 incident is subject to organisational policies and procedures.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

PUAFIR302B Suppress urban fire (Fire sector specific)
OR
PUAFIR303B Suppress wildfire (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. **Receive incident response request**	1.1 Requests for *response* are received and dealt with in accordance with *organisational policies and guidelines.*
	1.2 Relevant *incident* information is obtained and assessed to inform decision making processes.
	1.3 Location of the incident and most appropriate route to the incident are ascertained.
2. **Proceed to incident**	2.1 Personnel, equipment and *transport* resources are dispatched promptly, consistent with the nature of the incident and information available.
	2.2 Communication is established and maintained.
	2.3 Appropriate route to the incident is followed to minimise response time.
	2.4 En route *hazards* are recognised and negotiated to minimise risk.
	2.5 Observations are made en route to assist with *incident assessments.*
	2.6 Multi-vehicle response is conducted in accordance with organisational procedures.
	2.7 Arrival at the incident is confirmed according to organisational policies and procedures.
3. **Assess the incident**	3.1 *Communications* are established in accordance with organisational policies and procedures.
	3.2 Initial assessment of the incident is carried out promptly.
	3.3 Hazards or potential hazards are assessed and monitored so that they are minimised or controlled.
	3.4 *Resources* are assigned to deal with the incident.
	3.5 Need for additional resources is identified and resources are requested in accordance with organisational policies and procedures.
	3.6 Actions are taken to protect, secure and preserve incident scene where required.
	3.7 Incident potential is assessed and transition to a Level 2 incident is considered.
4. **Establish and maintain control**	4.1 Control and command are established in accordance with legislation, and organisational policies and procedures.
	4.2 *Incident Action Plan* (*IAP*) appropriate to incident situation is developed based on available

ELEMENT	PERFORMANCE CRITERIA
	information and organisational procedures.
	4.3 Strategies and tactics are determined and tasks are allocated to appropriate personnel.
	4.4 Incident personnel are briefed clearly, accurately and in a timely manner.
	4.5 Relevant incident information is communicated to *key stakeholders.*
	4.6 IAP is implemented, continually monitored, reported on and reviewed in the light of additional information and is communicated in accordance with organisational policies and procedures.
	4.7 Appropriate resources are deployed to deal with the incident.
	4.8 Response is adjusted in a timely manner.
	4.9 Leadership, supervision and *team welfare* are provided to ensure performance and practice are to operational standards.
	4.10 Changes to the IAP are communicated to relevant personnel and organisations.
5. Conclude operation	5.1 Final incident assessment is conducted in accordance with organisational procedures.
	5.2 Incident actions and decisions are recorded in accordance with organisational policies and procedures.
	5.3 Incident is concluded in accordance with organisational requirements.
6. Supervise post-response activities	6.1 Welfare of team members is assessed and appropriate action is taken.
	6.2 Equipment cleaning, repair, storage and replenishment is supervised.
	6.3 Debriefing requirements are met.
	6.4 Post incident reports are prepared to organisational requirements.

Required Skills and Knowledge

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

Required Skills

- assess risks and apply safe work practices
- communicate effectively
- conduct an incident assessment
- conduct briefings and debriefings
- deploy personnel and equipment to deal with the incident
- develop and maintain incident situational awareness
- make and implement decisions
- use communication equipment

Required Knowledge

- agency policies and procedures for determining the Control Authority and Incident Controller
- agency procedures for establishing control and communicating to relevant authorities
- agency protocols for liaising with stakeholders and media on scene
- Australasian Inter-service Incident Management System (AIIMS) structure and principles
- briefing/debriefing requirements
- current navigational practices to perform navigation
- occupational health and safety (OH&S) agency safe work practices, and health and welfare arrangements at incidents
- organisational incident management system
- organisational policies and procedures relating to operations (such as relevant legislation; operational, corporate and strategic plans; operational performance standards; operational policies and procedures; organisational personnel and occupational health and safety practices and guidelines; organisational quality standards; organisation's approach to environmental management and sustainability)
- organisational process for developing IAP objectives, strategies and tactics for a Level 1 incident
- organisational process for developing, implementing, monitoring and reviewing IAP for a Level 1 incident
- procedures for protecting and preserving an incident scene and recording requirements

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit	Assessment must confirm the ability to: • develop, implement and monitor an IAP to effectively deal with an incident • direct and supervise incident control activities • maintain situational awareness. **Consistency in performance** Competency should be demonstrated over time in a range of actual or simulated workplace environments.
Context of and specific resources for assessment	**Context of assessment** Competency should be assessed in an actual or simulated workplace environment. **Specific resources for assessment** Access is required to: • simulation of Level 1 incidents in a response environment • relevant transport, communications equipment.

EVIDENCE GUIDE

Method of assessment	In a public safety environment assessment is usually conducted via direct observation in a training environment or in the workplace via subject matter supervision and/or mentoring, which is typically recorded in a competency workbook.
	Assessment is completed using appropriately qualified assessors who select the most appropriate method of assessment.
	Assessment may occur in an operational environment or in an industry-approved simulated work environment. Forms of assessment that are typically used include:
	• direct observation
	• interviewing the candidate
	• journals and workplace documentation
	• third party reports from supervisors
	• written or oral questions.

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.

When dealing with aircraft response, **performance** may be affected by:	• Airstrip length requirements • Engine type-piston • Fire behaviour • Load capacity • Pilot ability • Range • Task • Terrain • Twin/single engine • Turbine • Weather • Wing configuration
When dealing with aircraft response, **suitability** may be affected by:	• Communications systems availability • Pilot local knowledge • Range • Speed • Take off capability • Visibility
When dealing with aircraft response, **supervising of aircraft management procedures** include:	• Aircraft separation - vertically and horizontally • Direction • Fire Common Traffic Advisory Frequency (F-CTAF) • Height separation • Inbound/outbound calls • Temporary restricted space
Organisational policies and guidelines may vary between sectors and organisations and may include:	• Civil Aviation Orders and requirements • Environmental management and sustainability • Incident management systems • Interagency liaison • Legislation • Operational policies, procedures and standards • Procedures, requirements • Search and rescue time/procedures/action
Incidents may include:	• Accident • Animal and marine mammal rescue • Crime • Fire

	• Flood
	• Hazardous substances and dangerous goods
	• Public disorder
	• Rescues
	• Searches
	• Storm
Transport may include:	• Aviation
	• By foot
	• Horses
	• Maritime
	• Rail
	• Vehicular on-road and off-road
Hazards may include:	• Adverse weather
	• After-dark operations
	• Civil unrest
	• Crowds
	• Dangerous goods and hazardous substances
	• Debris
	• Difficult terrain
	• Fire behaviour
	• Hazardous trees
	• Interference to communications
	• Level of visibility
	• Masts/aerials
	• Other aircraft
	• Powerlines and cables
	• Restricted areas
	• Road conditions
	• Smoke
	• Structural collapse
	• Terrain and topography
	• Tidal and flood behaviour
	• Traffic
	• Wildlife
Incident assessments may include:	• Access and egress
	• Adequacy of allocated equipment
	• Capability of assigned personnel
	• Climatic and weather conditions
	• Crowds
	• Disruption to essential services
	• Evacuation zones
	• Hazards/no go areas

	• Information gathered from existing plans/databases
	• Installed fire protection
	• Nature, type and size of incident
	• Risk to life, property and environment
	• Type and construction of building
Communications may include:	• Audible alarms/whistles
	• Computer
	• Distress signal units
	• Facsimile
	• Ground to air
	• Hand signals
	• Mobile data terminal
	• Pager
	• PA equipment
	• Radio
	• Telephones
	• Verbal and written instructions
Resources may include:	• Aircraft (rotary- and fixed-wing)
	• Equipment
	• Materials
	• Maps
	• Navigation aids
	• Personnel trained for the task
	• Protective clothing
	• Pumps
	• Vehicles, vessels, aircraft and machinery
Incident Action Plan may include:	• Accommodation and welfare arrangements
	• Air Operations Plan
	• Communications Plan
	• Incident objectives
	• Information on alternative or fallback strategies
	• Information Plan for dissemination of information to all stakeholders
	• Information regarding the necessary logistical arrangements
	• Management structure if established
	• Maps or site plans of the incident
	• Medical Plan and consideration of OH&S issues
	• Statement of current situation and predictions of the incident's likely development (including key risk exposures)
	• Strategies to achieve defined incident objectives

	• Structural chart
	• Timings of meetings and changeovers
	• Traffic management
	• Written or mental plan
Key stakeholders may include:	• Affected individuals
	• Community groups
	• Media
	• Other agencies
Team welfare may include:	• Fatigue management
	• Physical needs such as refreshments
	• Physical stress
	• Psychological stress

Unit Sector(s)

Not applicable.