Australian Government

PUA30512 Certificate III in Public Safety (SES Operations)

Release 2

INDUSTRY
SKILLS
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PUA30512 Certificate III in Public Safety (SES Operations)

Modification History

Release	TP version	Comments
2	PUA12 V2.1	Imported units updated.
1	PUA12 v1	New release of existing qualification from PUA00 v8.1: PUA30510. Packaging rules wording revised, imported units updated. Equivalent.

Description

Not applicable.

Pathways Information

Pathways into the qualification and pathways from the qualification
Within the SES sector, pathways into and from qualifications are based on organisational requirements and capabilities, as well as the requirement to meet unit of competency pre-requisites.

Licensing/Regulatory Information

Not applicable.

Entry Requirements

Not applicable.

Employability Skills Summary

Employability Skills are part of a unit of competency.

Employability Skills statements from a selection of units of competency from the PUA30512 Certificate III in Public Safety (SES Operations) have been reproduced in the table below.

This table provides an example of Employability Skills for the qualification because Employability Skills within a qualification will vary depending on the qualification packaging options.

Public Safety qualifications have core units (which must be achieved) and elective units (where there is a choice of units which must be achieved) so different Employability Skills Summaries are possible within the one qualification, depending on the package of core units and chosen elective units.

Employability Skill	Employability Skills Statement
Communication	• communicate effectively • disseminate gathered information to appropriate personnel within the specified timeframe • identify information needs and sources • interview • make contributions to participative arrangements in the workplace within organisational procedures and scope of responsibilities and competencies • present information, which may include routine and complex reports and submissions, briefing notes, ministerials, proposals, project plans, articles and promotional material • recommend improving the information system and submit this to designated persons/groups • use information in a format suitable for analysis, interpretation and dissemination
Teamwork	• collect information that is timely and relevant to the needs of individuals/teams • determine and identify the information needs of individuals/teams and the sources • develop networks and relationships and liaise effectively • develop relationships • establish formal and informal networks • mentor and coach • participate in regular meetings and forums to support mutual cooperation
Problem solving	• allocate resources to facilitate required outcomes • interpret cartographic information, navigation techniques, local and environmental conditions to determine and plan a safe and timely route • recognise hazards in the work area, rectify them where possible

	and report to designated personnel according to workplace procedures
	• review activity against the policies, practices and training of the organisation to identify any discrepancies
	• review information held by the organisation to determine suitability and accessibility
	• solve problems to support analysis
Initiative and enterprise	• modify route to address prevailing conditions and, if required, initiate alternate strategies
	• obtain information which is not available or accessible within the organisation
	• raise occupational health and safety issues with designated personnel in accordance with workplace procedures and relevant occupational health and safety legislation
Planning and organising	• analyse information to identify relevant trends and developments in terms of the needs for which it was acquired
	• monitor and evaluate resource usage against targets and organisational standards
	• plan and prepare a briefing/debriefing in accordance with organisation's policy and procedures
	• store equipment stock and supplies in accordance with organisation's policy and procedures
Self-management	• maintain personal safety and safety of others
	• monitor individual performance against defined performance requirements and take appropriate action to maintain performance if required
	• provide feedback on own performance as required
	• report the results of information gathering, analysis and synthesis within specified timeframes and to the standard defined by the organisation
	• store equipment stock and supplies in accordance with organisation's policy and procedures
Learning	• learn about organisation's policies
	• learn about organisation's procedures for activity debriefing
	• learn about practices and training processes in relation to activity
	• maintain records of resource allocation and usage in accordance with relevant legislation and organisational guidelines
Technology	• analyse, which may include application of statistical methods, mathematical calculations
	• use collection techniques such as databases
	• use computers, communication channels, records management, market trends, registries and file records, basic statistical information

	• use information storage requirements and methods • use management information systems to store and retrieve data for decision making • use technology available in the work area/organisation to manage information

Packaging Rules

12 units of competency are required for this qualification including:

- 7 core units
- 5 elective units

Choose a minimum of 3 elective units from the list below.

Choose the remaining 2 elective units from either the list below, or from elsewhere within this training package, or another endorsed training package, or accredited course.

All elective units selected from outside this qualification must be from an equivalent qualification level or higher.

Elective units selected must not duplicate content already covered by other units in this qualification.

Where a pre-requisite unit is attached to a unit it is identified by this symbol ∟.

The pre-requisite units attached to any of the units must be undertaken and are additional to the number of units required for the qualification.

Code	Core Units
PUACOM003B	Manage information
PUACOM007B	Liaise with other organisations
PUAMAN002B	Administer work group resources
PUAOHS001C	Follow defined occupational health and safety policies and procedures
PUAOPE014A	Navigate to an incident
PUAOPE015A	Conduct briefings and debriefings
PUATEA002B	Work autonomously
Code	Elective Units
PUACOM002B	Provide services to clients
PUACOM005B	Foster a positive organisational image in the community
PUACOM006B	Plan and conduct a public awareness program
PUACOM008B	Develop and organise public safety awareness programs
PUACOM012B	Liaise with media at a local level
PUACOM013B	Administer a local public safety group
PUAEMR030	Manage and evaluate emergency management exercises
PUAEMR031	Design emergency management exercises

PUALAW001B	Protect and preserve incident scene
PUALAW002B	Conduct initial investigation at incident scene
PUALAW003B	Give evidence in a judicial or quasi-judicial setting
PUAOPE012A	Control a Level 1 incident
PUASES010A	Plan, activate and maintain a communications network ∟ PUAOPE013A Operate communications systems and equipment
PUAVEH001B	Drive vehicles under operational conditions
TAEDEL301A	Provide work skill instruction
For the purposes of gaining a qualification the following three units count as one unit*:	
TAEASS401B *	Plan assessment activities and processes
TAEASS301B *	Contribute to assessment
OR	
TAEASS402B *	Assess competence
TAEASS403B *	Participate in assessment validation