



**Australian Government**

# **PUA51012 Diploma of Public Safety (Community Safety)**

**Release 4**

## PUA51012 Diploma of Public Safety (Community Safety)

### Modification History

Release	TP version	Comments
3	PUA12 V2.1	Imported units updated.
2	PUA12 V2	Imported units updated
1	PUA12 v1	New release of existing qualification from PUA00 v8.1: PUA51004. Packaging rules wording revised, imported units updated, elective groupings changed. Equivalent.

### Description

Not applicable.

### Pathways Information

Not applicable.

### 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 PUA51012 Diploma of Public Safety (Community Safety) 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.

<b>Employability Skill</b>	<b>Employability Skills Statement</b>
<b>Communication</b>	<ul style="list-style-type: none"> <li>• document broad tactics, roles, tasks, responsibilities, resource implications and timeframe for implementing the selected strategy</li> <li>• document strategies according to organisational requirements</li> <li>• identify, through research and stakeholder consultation, existing prevention, preparedness, response and recovery strategies</li> <li>• inform stakeholders of progress</li> <li>• negotiate accountability for components of the strategy</li> <li>• maintain accurate records of meetings and communications with stakeholders and project team members</li> <li>• maintain effective communication between working group members</li> </ul>
<b>Teamwork</b>	<ul style="list-style-type: none"> <li>• allocate team roles and responsibilities</li> <li>• apply knowledge of team work principles and strategies</li> <li>• confirm communication and reporting procedures</li> <li>• harness cooperation, motivation and diversity of others</li> <li>• identify treatment actions, resources required, milestones, budget, reporting procedures and roles and responsibilities of project team members</li> <li>• prepare for, participate in and lead meetings to achieve effective outcomes</li> </ul>
<b>Problem solving</b>	<ul style="list-style-type: none"> <li>• adjust implementation action plans following the review process if required</li> <li>• apply knowledge of problem solving and decision making techniques</li> <li>• apply knowledge of risk analysis and management</li> <li>• apply problem solving and decision making techniques</li> <li>• evaluate strategies and limitations and impacts identified and communicated to stakeholders</li> <li>• identify implementation issues and contingencies developed where necessary</li> <li>• identify potential hazards and their consequences</li> <li>• identify problems likely to preclude the implementation of strategies</li> </ul>

	<ul style="list-style-type: none"> <li>• review planning processes to identify opportunities for improvements</li> </ul>
<b>Initiative and enterprise</b>	<ul style="list-style-type: none"> <li>• identify existing prevention, preparedness, response and recovery strategies through research and stakeholder consultation</li> <li>• use knowledge of techniques for the prioritisation and evaluation of public safety risk management systems</li> <li>• use skills to define and anticipate implementation barriers</li> <li>• use knowledge of the planning process and the kinds of outcomes and benefits for communities</li> </ul>
<b>Planning and organising</b>	<ul style="list-style-type: none"> <li>• assess and establish performance criteria for the effectiveness of treatment implementation</li> <li>• complete treatment activities efficiently</li> <li>• develop consultation strategies</li> <li>• develop effective processes for cooperative planning</li> <li>• develop feasible and effective plans, tactics and activities to achieve treatment objectives</li> <li>• develop information management, reporting and accountability strategies</li> <li>• identify a range of potential prevention, preparedness, response and recovery strategies through researching current best practice, alternative options, and seeking expert opinion</li> <li>• identify characteristics of the risk</li> </ul>
<b>Self-management</b>	<ul style="list-style-type: none"> <li>• establish a project and see it through</li> <li>• obtain commitment and agreement on reviewed strategies as negotiated with stakeholders</li> <li>• use knowledge of culture, diversity and history of communities, environments and associated concerns, issues and sensitivities, perception of risks</li> <li>• use knowledge of current principles and practices to conduct activities which exercise elements of public safety management</li> <li>• use knowledge of organisation's approval procedures</li> <li>• use knowledge of risk management and models</li> <li>• use skills to summarise and explain key information clearly</li> </ul>
<b>Learning</b>	<ul style="list-style-type: none"> <li>• learn about benchmarking best practices in the implementation and review of management processes</li> <li>• learn about emergency risk management terminology; risk; prevention, preparedness, response and recovery concepts and principles; mitigation; organisational requirements for the submission and approval of treatment plans; and reporting of treatment outcomes</li> <li>• learn about legislative and regulatory requirements relevant to emergency management</li> <li>• learn about planning theory and processes</li> </ul>

	<ul style="list-style-type: none"><li>• learn about potential hazards and their consequences</li></ul>
<b>Technology</b>	<ul style="list-style-type: none"><li>• communicate using information technology, which may include meetings, letters, facsimile, electronic transmission of information</li><li>• select technologies and processes which most effectively communicate the information</li><li>• use information technologies, which may include computerised simulations</li><li>• use resources, which may include project planning software</li></ul>

## Packaging Rules

12 units of competency are required for this qualification including:

- 1 core unit
- 11 elective units

Choose 1 elective from the Group A list below.

Choose 1 elective from the Group B list below.

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

Choose a minimum of 6 elective units from the Group C and/or D lists below.

Choose the remaining 2 elective units from either the list below, or 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.

<b>Code</b>	<b>Core Units</b>
PUAMAN005B	Manage projects
<b>Code</b>	<b>Elective Units</b>
<b>Group A</b>	
PUAEMR012B	Determine treatment options ⊣ PUAEMR008B Contribute to an emergency risk management process OR ⊣ PUAEMR009B Facilitate emergency risk assessment
PUAFIR602B	Manage the implementation of community safety strategies ⊣ PUAFIR509B Implement prevention strategies
<b>Code</b>	<b>Elective Units</b>
<b>Group B</b>	
PUAEMR029	Plan and implement a treatment measure
PUAFIR509B	Implement prevention strategies
<b>Code</b>	<b>Elective Units</b>
<b>Group C</b>	
PUACOM008B	Develop and organise public safety awareness programs

PUAEMR008B	Contribute to an emergency risk management process
PUAEMR009B	Facilitate emergency risk assessment
PUAEMR028	Develop emergency management plans
PUAFIR403B	Assess building plans <ul style="list-style-type: none"> <li>└ PUAFIR314B Utilise installed fire safety systems</li> <li>└ PUAFIR206B Check installed fire safety systems</li> </ul>
PUAFIR404B	Inspect dangerous goods facilities <ul style="list-style-type: none"> <li>└ PUAFIR403B Assess building plans</li> <li>└ PUAFIR314B Utilise installed fire safety systems</li> <li>└ PUAFIR206B Check installed fire safety systems</li> </ul>
PUAFIR501B	Conduct fire investigation and analysis activities <ul style="list-style-type: none"> <li>└ PUALAW001B Protect and preserve incident scene</li> </ul>
PUAFIR504B	Assist with the formulation and implementation of policies
PUAFIR506B	Conduct an assessment of building's performance based design <ul style="list-style-type: none"> <li>└ PUAFIR403B Assess building plans</li> <li>└ PUAFIR314B Utilise installed fire safety systems</li> <li>└ PUAFIR206B Check installed fire safety systems</li> <li>└ PUAFIR507B Inspect building fire safety systems</li> <li>└ PUAFIR302B Suppress urban fire</li> <li>└ HLTF311A Apply first aid</li> <li>└ PUAFIR203B Respond to urban fire</li> <li>└ PUAFIR207B Operate breathing apparatus open circuit</li> <li>└ PUAFIR215 Prevent injury</li> <li>└ PUAFIR314B Utilise installed fire safety systems</li> <li>└ PUAFIR206B Check installed fire safety systems</li> </ul>
PUAFIR507B	Inspect building fire safety systems <ul style="list-style-type: none"> <li>└ PUAFIR302B Suppress urban fire</li> <li>└ HLTF311A Apply first aid</li> <li>└ PUAFIR203B Respond to urban fire</li> <li>└ PUAFIR207B Operate breathing apparatus open circuit</li> </ul>

	<ul style="list-style-type: none"> <li>└ PUAFIR215 Prevent injury</li> <li>└ PUAFIR314B Utilise installed fire safety systems</li> <li>└ PUAFIR206B Check installed fire safety systems</li> </ul>
PUAFIR514 B	Assess and evaluate a facility's fire and incident safety management systems
PUAMAN001B	Manage the organisation's public safety responsibility
PUAOHS003B	Implement and monitor the organisation's occupational health and safety policies, procedures and programs
PUAWER002B	Ensure workplace emergency prevention procedures, systems and processes are implemented
PUAWER005B	Operate as part of an emergency control organisation
PUAWER006B	Lead an emergency control organisation └ PUAWER005B Operate as part of an emergency control organisation
PUAWER009B	Participate as a member of a workplace emergency initial response team
PUAWER010B	Lead a workplace emergency initial response team └ PUAWER009B Participate as a member of a workplace emergency initial response team
<b>Code</b>	<b>Elective Units</b>
<b>Group D</b>	
PUACOM003B	Manage information
PUACOM004B	Manage organisational communication strategies
PUALAW003B	Give evidence in a judicial or quasi-judicial setting
PUALAW004B	Represent the organisation in a judicial or quasi-judicial setting
PUAPRO001B	Promote a learning environment in the workplace
PUAPRS20529B	Manage marketing requirements
AHCCCF505A	Contribute to regional planning process
BSBADV507B	Develop a media plan



BSBCMM401A	Make a presentation
BSBINM501A	Manage an information or knowledge management system
BSBMKG401B	Profile the market
CHCNET503D	Develop new networks
CHCPOL505B	Manage research activities
CHCYTH505E	Support youth programs
LGACOM502B	Devise and conduct community consultations
LGAEHRH604B	Develop and implement environmental health education, promotion and awareness strategies
LGAEHRR504C	Implement public education programs to improve community compliance
LGAPLEM403A	Attend requests for building and planning information and advice
LGAPLEM501A	Achieve an efficient and sustainable use of natural resources
LGAPLEM506A	Improve community knowledge and skills in environmental management practices
NWP505B	Implement and manage environmental management policies, plans, procedures and programs
PSPREG403B	Assess compliance