



Australian Government

Department of Education, Employment and Workplace Relations

RTE3410A Work effectively in an emergency disease or plant pest response

Release: 1

RTE3410A Work effectively in an emergency disease or plant pest response

Modification History

Not applicable.

Unit Descriptor

Unit descriptor

This unit of competency specifies the outcomes required to work effectively within own area of responsibility in a response to an emergency disease or plant pest incursion.

Application of the Unit

Application of the unit

This unit of competency applies to personnel who have been appointed or engaged to undertake a role within an emergency disease or plant pest incursion response.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Employability Skills

The required outcomes described in this unit of competency contain applicable facets of 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 required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

Elements and Performance Criteria

Element	Performance Criteria
1 1 Obtain and use information about the emergency disease or plant pest and an appropriate response.	<p>1.1 Information about emergency disease or plant pest and appropriate response is accessed and applied during an emergency disease or plant pest response.</p> <p>1.2 Information is used to address specific work needs and further information requirements are identified.</p> <p>1.3 Information and/or resources required from stakeholders are identified and accessed.</p>
2 2 Work according to organisational requirements.	<p>2.1 All communication with stakeholders is carried out according to organisational policies and procedures.</p> <p>2.2 All work undertaken reflects a current working knowledge and understanding of organisational requirements.</p> <p>2.3 All work undertaken reflects understanding and compliance with relevant duty of care and legal responsibilities.</p> <p>2.4 Work activities conform to relevant legislation, regulations, procedures and codes of practice appropriate to work area and level of responsibility.</p> <p>2.5 Hazards and risks relevant to specific work being undertaken are identified and responded to as required.</p> <p>2.6 Work is carried out according to organisational policies and procedures.</p>
3 3 Manage own work.	<p>3.1 Work instructions are interpreted correctly and clarification is sought if inconsistencies are noted.</p> <p>3.2 Workload is assessed and competing demands are prioritised to achieve personal, team and organisational goals and objectives.</p> <p>3.3 Need for physical and human resources is communicated clearly to appropriate person(s).</p>

- 3.4 Own role, responsibilities and duties are performed in a positive manner that promotes cooperation within the workplace.
 - 3.5 Importance of own and others' roles in achieving organisational goals is respected.
 - 3.6 Personal symptoms of stress and their potential to impact on performance are recognised, action is taken to minimise their negative effects and undue personal stress is reported to appropriate persons.
- 4 **4 Comply with biosecurity requirements.**
- 4.1 Biosecurity procedures relevant to own work area are identified.
 - 4.2 Work activities are carried out according to established biosecurity procedures.
 - 4.3 Personal protective equipment and **fomites** are maintained according to biosecurity procedures.
 - 4.4 Biosecurity breaches are reported immediately to appropriate person.
 - 4.5 Biosecurity records are completed according to work area requirements.
- 5 **5 Adapt to change as required.**
- 5.1 Need for change in own work practices to reflect critical emergency issues or emerging trends is identified and assessed.
 - 5.2 Changes required are discussed and agreed with senior staff.
 - 5.3 Own work practices are changed where required and according to agreed arrangements.
 - 5.4 Flexible approach that takes account of changing priorities and circumstances is applied when implementing instructions for changes to work practices.
 - 5.5 Change is monitored to determine the effectiveness of revised work practices and senior staff members are advised of findings.

Required Skills and Knowledge

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

Required skills include:

- operating in stressful situations
- prioritising conflicting demands
- working in a strict line management environment.

Required knowledge includes:

- district, regional and local plans
- functional plans of other government agencies
- legal and regulatory framework under which responses are taken
- national plans such as Australian Veterinary Emergency Plan (AUSVETPLAN) or Australian Emergency Plant Pest Response Plan (PLANTPLAN)
- occupational health and safety (OHS) and biosecurity procedures
- national, state and territory plans.

Evidence Guide

Overview of assessment

This unit of competency could be assessed on its own or in combination with other units of competency relevant to the job function.

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

The critical requirements for this unit of competency as a whole are listed below.

Assessment must confirm one's ability to:

access and use national plans such as AUSVETPLAN or PLANTPLAN

operate within a response team

operate effectively under stress in tasks involving problem solving in relation to own role

make effective judgements

follow instructions

provide advice in area of expertise and authority

understand legal and regulatory implications of one's own role in an emergency disease or plant pest response.

Context and specific resources for assessment

Assessment for this unit of competency is to be largely practical in nature and will most appropriately be assessed in a simulated workplace or in a situation that reproduces normal work conditions.

For valid assessment, one must have opportunities to participate in exercises, case studies and other real and simulated practical and knowledge assessments that demonstrate the skills and knowledge required to work effectively in an emergency disease or plant pest response.

The candidate must also have access to the following resources:

simulated workplace for an emergency disease or plant pest response for assessment using scenarios, case studies, role plays and group work

access to local, regional, district, state and territory, and national plans relating to an emergency disease or plant pest response.

Guidance information for assessment

To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

The skills and knowledge required to work effectively in an emergency disease or plant pest response must be transferable to a range of work environments and contexts, including the ability to deal with unplanned events. This could include:

working in the field or in a local, state or national control centre

participating in a response to a plant pest or to an emergency disease of animals, fish or other marine animals

participating in a response to a natural disaster.

Range Statement

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. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Information:

about emergency diseases or plant pests may be found in:

AUSVETPLAN or PLANTPLAN strategies
published texts
scientific literature

about an emergency response may be found in:

district, regional or local plans
functional plans of other government agencies
industry biosecurity plans
national, state or territory plans.

Emergency diseases or plant pests include: diseases that may affect animals, fish and other marine animals including:
disease that is exotic to Australia
serious infectious disease of unknown or uncertain cause
severe outbreak of a known endemic disease that is considered to be of national significance with serious social or trade implications
variant of an endemic disease
biotype or strain of invertebrate pest or pathogen injurious to plants or plant health.

Stakeholders may include: agronomists and consultants
chemical resellers
consumers
crop monitors or scouts
general community
government departments
industry
producers and other local enterprise owners
other personnel involved in an emergency response
plant pathologists
property owners, managers and staff
stock agents and transport personnel
veterinarians.

Organisational requirements may include: biosecurity and OHS policies and procedures
district or regional plans
functional plans of other government agencies
goals, objectives, policies and standard operating procedures of response lead agency
national plans such as AUSVETPLAN or PLANTPLAN
local, state and territory plans.

Duty of care and legal responsibilities may include: duties and responsibilities for self and others
responsibilities defined through legislation
responsibility of an employer to provide a safe workplace.

Procedures may include: AUSVETPLAN or PLANTPLAN
biosecurity procedures of industry and response lead agency
handling and storage of hazardous materials

	industry codes of practice legal or regulatory requirements personal hygiene standard operating procedures of response lead agency.
Hazards and risks may include:	allergic reaction chemical exposure occupational trauma physical injury spreading disease or plant pests zoonotic infection.
Ways in which work may be carried out include:	individually in cooperation with other sections in response team, using their skills and knowledge as appropriate.
Appropriate person may include:	controller section manager team leader.
Fomites may be defined in terms of:	inanimate objects capable of transmitting an infectious agent such as: boots clothing vehicles.

Unit Sector(s)

Not applicable.