



Australian Government

DEFCMM005 Transmit and receive messages via voice systems

Release: 2

DEFMM005 Transmit and receive messages via voice systems

Modification History

Release 2. Modifications made to Assessment Conditions.

Release 1. This unit was released in DEF Defence Training Package release 1.0 and meets the Standards for Training Packages.

This unit supersedes and is equivalent to DEFCO406A Transmit and receive messages via voice.

- Unit code updated
- Content and formatting updated to comply with new standards
- All PC transitioned from passive to active voice
- Element 2 revised
- PC 1.1 removed

Application

This unit describes the skills required to process, transmit and receive messages via voice systems within Defence communications workplaces.

This unit was developed for communications and information systems operators working within Defence but may be relevant to others who work in this field.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work independently and as part of a team, under direct and/or indirect supervision. They would perform routine tasks within specific communications environments while using discretion and judgement and taking responsibility for the quality of their outputs.

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

Pre-requisite Unit

Not applicable.

Competency Field

Communications

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- | | |
|--|--|
| 1 Prepare for transmission | 1.1 Select and configure equipment appropriate to the task |
| | 1.2 Confirm serviceability of equipment and recognise and report any faults to supervisor |
| | 1.3 Process voice messages |
| 2 Transmit and receive messages | 2.1 Transmit messages via voice communication systems |
| | 2.2 Receive messages via voice communication systems |

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit supersedes and is equivalent to DEFCO406A Transmit and receive messages via voice.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>

Assessment Requirements for DEFCEM005 Transmit and receive messages via voice systems

Modification History

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Release 1. This unit was released in DEF Defence Training Package release 1.0 and meets the Standards for Training Packages.

This unit supersedes and is equivalent to DEFCE0406A Transmit and receive messages via voice.

- Unit code updated
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- All PC transitioned from passive to active voice
- Element 2 revised
- PC 1.1 removed

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and includes:

- identifying basic equipment faults
- operating communications equipment
- preparing communications equipment
- processing messages
- observing correct voice procedures
- maintaining security

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- basic communication procedures
- basic radio propagation
- classified material handling procedures
- communications ancillary equipment
- emission theory and control
- message formats
- OTAT/OTAR procedures
- radiation hazard (RADHAZ) procedures and awareness
- satellite communications systems terminology and basic operations
- security procedures

- task specific equipment configuration/operation
- techniques for supporting others
- work environment layout

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- acceptable means of simulation assessment
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and PPE currently used in industry.

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