



Australian Government

DEFCPL001 Evaluate and review safety cases

Release: 1

DEFCL001 Evaluate and review safety cases

Modification History

Release 1. This is the first release of this unit of competency in the DEF Defence Training Package.

Application

This unit specifies the skills and knowledge required to ensure compliance requirements through the evaluation and review of safety cases.

It includes developing evaluation plans, analysing a safety case, communicating with stakeholders and making recommendations about certification.

This unit applies to Defence workers involved in the evaluation and review of safety cases but is applicable to all individuals 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.

Persons undertaking this unit work independently and as part of a team under direct and indirect supervision, and perform routine tasks in familiar contexts.

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

Pre-requisite Unit

Not applicable

Competency Field

Compliance

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.

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| 1 Develop an evaluation plan | 1.1 Determine evaluation criteria in accordance with safety case procedure |
| | 1.2 Develop an evaluation methodology to ensure sufficiently valid and reliable outcomes for safety case review |
| | 1.3 Research safety case evaluation and review and seek clarifying advice from stakeholders, as required |
| | 1.4 Liaise with stakeholders to develop evaluation plan |
| 2 Analyse a safety case | 2.1 Analyse safety case data in accordance with planned methodology |
| | 2.2 Review initial outcomes and findings and discuss with stakeholders in accordance with planned methodology |
| | 2.3 Conduct additional data collection and analysis to clarify aspects of initial findings, as required |
| 3 Evaluate and review findings | 3.1 Prepare a draft report on safety case outcomes, findings and recommendations in accordance with planned methodology |
| | 3.2 Discuss draft report with relevant stakeholders and seek feedback, as required |
| | 3.3 Update and edit report based on stakeholder feedback |
| 4 Disseminate evaluation outcomes | 4.1 Produce report and disseminate to relevant stakeholders in accordance with planned methodology |
| | 4.2 Forward recommendations about certification to delegate for action in accordance with organisational procedures |
| | 4.3 Store documentation to meet audit requirements |

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 replaces and is equivalent to DEFCP001A Evaluate and review safety cases.

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 DEFCPL001 Evaluate and review safety cases

Modification History

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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 include:

- accessing/preparing information electronically or in hard copy
- analysing and organising data using appropriate techniques
- applying organisational policies and procedures
- applying risk management techniques
- applying safety case risk management system by:
 - explaining how safety (and other forms of risk) has been considered with regard to any system or equipment throughout the life of the capability from definition through to disposal
 - explaining how due diligence has been given to the hazards associated with the introduction into service of new capability and documenting the system that facilitates the management of hazards
- applying safety, legislative and statutory requirements relevant to the risk assessment
- communicating with stakeholders using a range of communication styles to suit different audiences and purposes
- conducting quantitative data analysis using appropriate techniques
- conducting various types of evaluation surveys
- contributing to a positive culture of safety compliance
- determining and applying evaluation and review methodology
- maintaining security and confidentiality of data in accordance with organisational procedures and regulatory requirements
- managing projects, resources and timelines
- preparing detailed and complex reports and recommendations
- undertaking research
- using management techniques related to evaluation and review of safety cases
- using management tools suited to evaluation and review of safety cases.

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:

- management tools suited to evaluation and review processes
- procedures for verifying data and identifying mistakes
- regulatory systems relevant to safety cases and safety systems
- regulatory systems relevant to the work performed
- relevant organisational policies, procedures and guidelines
- risk assessment and management process relevant to materiel, materiel systems and work being performed
- safety case certification procedures
- safety case risk management system
- relevant work health and safety (WHS)/occupational health and safety (OHS) legislation.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

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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.

Assessment must occur in workplace operational situations, where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, computer, software, legislation, guidelines, procedures and protocols relating to safety case processes, relevant plans and workplace documentation currently used in industry
- applicable documentation including operational procedures, regulations, codes of practice and operation manuals.

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