



Australian Government

POLCOV078 Prepare and present evidence

Release: 1

POLCOV078 Prepare and present evidence

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 8.0

Application

This unit describes the skills required to generate records for evidentiary purposes and to participate in judicial proceedings, including claiming exemptions from the provision of information. This unit applies to those working as police officers involved in covert environments. Individuals may be tasked with additional responsibilities by their jurisdiction. 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, particularly those related to work health and safety (WHS). Candidates undertaking this unit would work both autonomously and within teams as required. They would be required to apply critical thinking and analysis skills to effectively prepare and present evidence. Candidates would show adaptability and demonstrate ethical and professional policing qualities while performing complex tasks in a broad range of contexts.

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

Pre-requisite Unit

Not applicable

Competency Field

Covert

Unit Sector

Not applicable

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes of the unit	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare documentation for judicial proceedings	1.1 Identify relevant information for judicial proceedings. 1.2 Compile documentation for submission to judicial proceedings. 1.3 Maintain records to comply with admissibility of evidence requirements in a judicial proceeding.
2. Give evidence in a judicial setting	2.1 Comply with rules of evidence in testimony to support admissibility. 2.2 Comply with jurisdictional court procedures to support judicial outcomes. 2.3 Present evidence in a clear, concise, and articulate manner.
3. Claim public interest immunity	3.1 Identify situations that fall within the ambit of public interest immunity to mitigate risks. 3.2 Advise judicial stakeholders prior to the commencement of proceedings of aspects that may be subject to public interest immunity claims. 3.3 Communicate interest to claim public interest immunity within judicial proceedings.

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance. Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed in the table below.

The ability to interpret messages and text, record observations and evidence, communicate with purpose to different communities and audiences, plan and schedule tasks according to estimated timeframes, continuously seek to learn through on-the-job observations, solve problems, work with others in a team, plan and organise activities and self-manage behaviour are core foundation skills relevant to the policing context.

Skill	Description
Reading	Read and comply with rules of evidence in testimony to support admissibility. Read and comply with jurisdictional court procedures to support judicial outcomes.

Writing	Develop written statements detailing own participation in operation. Compile documentation for submission to judicial proceedings.
Oral Communication	Present evidence in a clear, concise and articulate manner. Advise judicial stakeholders prior to the commencement of proceedings of aspects that may be subject to Public Interest Immunity argument.

Range of Conditions

Not applicable

Unit Mapping Information

Unit replaces but is not equivalent to *POLCOV035 Prepare and present evidence*.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=98c3984e-2cf1-48a8-8ed1-85e4b92e7351>

Assessment Requirements for POLCOV078 Prepare and present evidence

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Performance Evidence

The candidate must provide evidence on at least one occasion that they have met the elements and performance criteria and have demonstrated the ability to:

- present evidence in judicial setting (e.g. mock courts)
- compile and submit court documentation
- maintain continuity of evidence
- conduct a claim for privilege
- manage evidence for presentation to court proceedings.

Knowledge Evidence

The candidate must provide demonstrated evidence that they have knowledge of:

- jurisdictional legislation, policies and procedures relating to evidence collection and presentation
- judicial policies and procedures
- information privacy and security
- rules of evidence
- public interest immunity
- policies and procedures relating to claims for privilege
- presentation of products in court.

Assessment Conditions

Assessment must occur in operational workplace situations or, where this is not available, in simulated situations that replicate workplace conditions. Assessors of this unit must satisfy relevant vocational education and training legislation, frameworks and/or standards.

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