



Australian Government

POLFOR023 Maintain a safe forensic working environment

Release: 1

POLFOR023 Maintain a safe forensic working environment

Modification History

Release	Comments
1	This unit was released in POL Police Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PUAPOLFC002B Maintain a safe forensic working environment. • Content and formatting updated to comply with new standards • Unit recoded POL • Element 6 removed • Elements 3 and 5 reworded • Two new PC added to Elements 1 and 5 • PC 1.4, 3.1, 4.3 and 5.2 revised • PC 5.1 and 5.6 removed

Application

This unit describes the skills required to maintain a safe working environment while working in a forensic role. This includes the assessment of situational risks and hazards, the safe use of equipment and consumables, and the development of risk mitigation strategies. It may be applied in the field at incident/crime scenes or in a laboratory.

This unit applies to those working as police staff involved in forensic examination.

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).

Those undertaking this role would work independently while remaining responsible for reporting to senior staff. They would demonstrate adaptability across a broad range of contexts. while performing a range of complex tasks.

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

Competency Field

Forensics

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Identify potential health/safety risks	1.1 Identify potential physical, chemical and biological hazards to develop risk management strategies. 1.2 Apply WHS guidelines to contain/control exposure levels. 1.3 Identify personnel and members of the public at risk of exposure to communicate potential hazard. 1.4 Control hazards to minimise exposure. 1.5 Report WHS hazards, incidents or near misses to notify stakeholders. 1.6 Assess forensic situation to identify considerations for potential referrals.
2. Identify specialist/external agency requirements	2.1 Assess need for specialist and/or external agency assistance. 2.2 Access specialist/external agencies and other relevant personnel in order to respond to hazards.
3. Use protective clothing and safety equipment	3.1 Identify protective clothing and safety equipment required to minimise exposure to hazards. 3.2 Maintain protective clothing and safety equipment to facilitate accessibility and usability. 3.3 Replace protective clothing and safety equipment in accordance with jurisdictional replacement programs.
4. Apply collection/packaging procedures safely	4.1 Identify safe collection and packaging procedures to contain health and safety risks and maintain integrity of exhibits. 4.2 Assess packaging procedures for relevance to the type and scope of hazard and potential periods of storage.
5. Use equipment and substances	5.1 Identify potential hazards relating to equipment, consumables and substances. 5.2 Document potential hazards identified during the use/operation of equipment. 5.3 Cease use/operation of faulty equipment pending inspection/repair. 5.4 Secure operational equipment, consumables and substances to ensure only restricted/authorised access at all times. 5.5 Maintain operational equipment, consumables and substances in accordance with maintenance regimes. 5.6 Ensure requisite warning labels/notices along with relevant

	HAZCHEM/safety symbols are made clearly visible. 5.7 Adhere to material safety data information as appropriate to tasks undertaken. 5.8 Dispose of operational equipment, consumables and substances to minimise risks. 5.9 Decontaminate workspace and equipment in accordance with quality systems and requirements.
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Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PUAPOLFC002B Maintain a safe forensic working environment.

Links

Companion Volume implementation guides are found in VETNet -

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

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Assessment Requirements for POLFOR023 Maintain a safe forensic working environment

Modification History

Release	Comments
1	These Assessment Requirements were released in POL Police Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying safety risks to develop and implement risk mitigation strategies
- communicating safety issues and concerns to stakeholders
- identifying specialist/external agency requirements to maintain a safe working environment
- selecting, using and maintaining personal protective equipment to minimise exposure to hazards
- collecting and packaging items using safe work practices
- identifying and documenting hazards relating to substances and equipment
- using, storing, maintaining and disposing of substances and equipment
- decontaminating workspaces and equipment

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- jurisdictional legislation, policies and procedures relating to forensic examination, workplace health and safety and equipment maintenance regimes
- risk mitigation strategies
- general duty of care responsibilities
- potential risks associated with field and laboratory activities
- hazardous chemicals and the associated risks
- operational equipment and safety clothing

- packaging procedures

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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