



Australian Government

POLFOR055 Process forensic evidence

Release: 1

POLFOR055 Process forensic 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 triage and handle evidence to coordinate and facilitate forensic examination. It applies to police personnel and forensic staff involved in forensic investigation. The skills and knowledge described in this unit must be applied within the legislative, regulatory, and policy environment in which they are conducted. Jurisdictional policies and procedures must be consulted and adhered to, particularly those related to workplace health and safety. Candidates undertaking this role would work autonomously while retaining the responsibility to report to senior staff. They would demonstrate adaptability across a broad range of contexts while performing a variety of tasks.

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

Pre-requisite Unit

Not applicable

Competency Field

Not applicable

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. Assess evidence	1.1 Inspect evidence packaging to ensure integrity and continuity. 1.2 Assess evidence and case information to inform examination plan.

	1.3 Create examination plan to prioritise and sequence examinations.
2. Handle evidence	2.1 Transport evidence in accordance with integrity and continuity requirements. 2.2 Store evidence to ensure continuity, integrity and security. 2.3 Record evidence details and movements to maintain integrity and continuity.
3. Facilitate evidence examinations	3.1 Assess examination plan to identify examination requirements. 3.2 Liaise with stakeholders to ensure relevance of examinations. 3.3 Communicate examination requirements to stakeholders. 3.4 Coordinate logistics for examinations with stakeholders. 3.5 Document communications and decisions to ensure integrity and continuity.

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 jurisdictional policies and procedures related to forensic examination. Read and evaluate record of exhibits to determine examination requirements. Read and assess case information.
Writing	Document movement of exhibits to ensure continuity, security and integrity. Complete detailed documentation in accordance with evidentiary requirements. Record and maintain forensic evidence using jurisdictional information management systems.

Oral Communication	Communicate information requirements to stakeholders. Adapt oral language to communicate with stakeholders according to the purpose of interaction.
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Range of Conditions

Not applicable

Unit Mapping Information

This unit replaces but is not equivalent to *POLFOR025 Process forensic 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 POLFOR055 Process forensic 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:

- assess evidence and case information to determine examination and logistical requirements, including priority and sequence
- handle exhibits to minimise risk and preserve continuity of evidence
- record and retrieve information using jurisdictional information management systems
- communicate with stakeholders to discuss relevance and requirements of examinations
- coordinate logistics of examinations with stakeholders.

Knowledge Evidence

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

- jurisdictional legislation, policies, and procedures relating to evidence collection, workplace health and safety, quality systems, information security and management systems, and evidence recording, handling, packaging, documentation, storage, continuity and retention
- basic principles of an examination plan
- role and requirements of specialists in the examination of forensic evidence.

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.

Links

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