



Australian Government

POLINV014 Conduct jurisdictional review of policing practices

Release: 1

POLINV014 Conduct jurisdictional review of policing practices

Modification History

Release 1. This is the first release of this unit of competency in the POL Police Training Package.

Application

This unit describes the skills required to perform and conduct reviews of policing practices in jurisdictions including initiating, conducting and finalising reviews. Conducting reviews within a policing environment would usually involve planning and guiding the work of jurisdictional team members.

This unit applies to those working as a police officer in a designated investigation role.

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 policing practices as specified in procedures and other documents.

Those undertaking this unit would work autonomously in the management of complex investigations, while collaborating with others in an investigation team. They would be required to possess strong decision making and problem solving skills, leadership abilities and robust communicative competence. They would be expected to display high level quality assurance abilities when reviewing policing practices, while performing sophisticated tasks in a wide range of policing contexts, in both familiar and unfamiliar circumstances.

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

Pre-requisite Unit

Not applicable.

Competency Field

Investigation

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 Initiate review process

1.1 Negotiate with stakeholders to determine scope of review and terms of reference

1.2 Formalise reporting arrangements and review timeframes with stakeholders

1.3 Develop communication plan in accordance with information security principles

1.4 Select review methods and processes in line with expectations and terms of reference

1.5 Determine resources required to complete review

1.6 Document review through consultation with stakeholders

2 Conduct reviews

2.1 Secure, allocate and manage resources and information required to complete review

2.2 Assess information in accordance with the terms of reference

2.3 Implement communication strategies in line with communications plan

2.4 Establish information management process to document review activities and rationale for findings

2.5 Assess review critically at regular intervals to ensure objectives are achievable within resource and legal constraints, and in line with terms of reference

2.6 Evaluate and action urgent matters arising from the review that require immediate action

2.7 Implement strategies to ensure confidentiality is maintained throughout the review

2.8 Negotiate with stakeholders to adjust terms of reference

3 Formalise review findings

3.1 Assess and document review findings and recommendations to complete review process

- 3.2 Determine further actions and recommendations generated by review findings
- 3.3 Communicate review findings, recommendations and further actions to stakeholders
- 3.4 Assess original information to determine archiving, retention and retrieval 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 POL Police Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to POLINV007 Conduct jurisdictional review of policing practices.

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 POLINV014 Conduct jurisdictional review of policing practices

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, allocating and managing resources including budgetary, human and physical resources
- assessing review findings and recommendations to ensure alignment with terms of reference
- clarifying stakeholders' expectations from the intended review
- communicating verbally with stakeholders including:
 - liaising and listening
 - negotiating
 - resolving conflict
 - seeking feedback
- communicating with stakeholders in writing by preparing:
 - communications plan
 - resource bids
 - review findings
- coordinating crucial and diverse clients, law enforcement providers and stakeholders
- demonstrating strong leadership and decision making capabilities
- identifying and resolving problems arising from the review
- initiating, conducting and finalising investigations and reviews
- maintaining confidentiality and security
- managing the organisation's information management system
- planning and organising work when conducting a jurisdictional review
- reasoning and analysing critically, logically and regularly to achieve objectives.

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:

- access and deployment mechanisms to ensure optimal economy and efficiency in the use of human, physical and financial resources

- archiving, retention and retrieval requirements
- communication plans and strategies
- decision making processes and organisational chain of command
- evaluation and auditing processes
- jurisdictional and organisational requirements of agencies, clients and stakeholders
- jurisdictional corporate goals and objectives
- jurisdictional operational priorities
- jurisdictional policies and procedures including:
 - operational performance standards
 - operational policies and procedures
 - operational, corporate and strategic plans
 - organisation's approach to environmental management and sustainability
 - organisational personnel and work health and safety (WHS) practices and guidelines
 - organisational quality standards
 - relevant legislation
- law enforcement context and the criminal justice system
- legislation relevant to the jurisdiction/s involved in the investigation and review
- macro environmental impact upon investigations of serious crime, including government, policy, political and community interests
- opportunities, risks and constraints that may hamper the review
- reporting arrangements and timeframes
- security classifications and requirements
- strong decision making, problem solving and leadership techniques.

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 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 this is not appropriate, such as in situations that can affect safety or occur only rarely, assessment can occur in simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and

operation manuals.

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