



Australian Government

POLINV015 Manage complex investigations

Release: 1

POLINV015 Manage complex investigations

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 manage complex policing investigations. It includes determining investigative priorities, managing investigative resources, overseeing investigations, performing quality assurance activities and conducting post-investigation reviews for continuous improvement purposes.

Complex investigations include those which involve serious offences, are high profile or sensitive. The management of investigations would usually involve planning and guiding the work of other members of an investigation team.

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

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 complex investigative procedures, work health and safety (WHS), privacy and confidentiality, risk management, resource management, information management and community engagement.

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 perform sophisticated tasks in a wide range of policing contexts that could be both familiar and unfamiliar.

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 Determine investigative priorities

- 1.1** Review existing and upcoming investigations to identify priorities
- 1.2** Evaluate influencing factors to inform investigations
- 1.3** Prioritise investigations to align with jurisdictional objectives

2 Manage resources

- 2.1** Determine and authorise expenditure and required resources to maximise effectiveness of complex investigations
- 2.2** Allocate resources to achieve investigation objectives
- 2.3** Re-allocate resources as required to respond to changing investigation circumstances and requirements
- 2.4** Negotiate with stakeholders to secure resources
- 2.5** Determine and source additional resources as required to achieve investigation objectives

3 Oversee complex investigations

- 3.1** Communicate with stakeholders to determine investigation requirements
- 3.2** Design investigation plan and seek authorisation in accordance with jurisdictional procedures
- 3.3** Monitor investigative activities to ensure adherence to investigation plans
- 3.4** Assess impacting factors to guide the direction of complex investigations
- 3.5** Apply risk management strategies to mitigate investigative risks
- 3.6** Manage security arrangements throughout complex investigations
- 3.7** Coordinate communication to facilitate the flow of information to stakeholders during complex investigations

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| | 3.8 | Evaluate information, intelligence and evidence continually to determine impact on current and future investigations and actions |
| | 3.9 | Record critical decisions to ensure accountability |
| 4 | Perform quality assurance activities | |
| | 4.1 | Review investigative processes continually to determine effectiveness |
| | 4.2 | Review critical decisions to ensure compliance with investigation objectives |
| | 4.3 | Review exhibit and forensic management plans to manage changing circumstances and investigation requirements |
| | 4.4 | Evaluate quality of information, intelligence and evidence continually to meet investigation objectives |
| | 4.5 | Adjust investigative activities to maintain investigation focus |
| 5 | Conduct post-investigation activities | |
| | 5.1 | Review recommendations and outcomes of complex investigations to improve future investigations |
| | 5.2 | Review media engagement strategies to determine impact on investigation for continuous improvement purposes |
| | 5.3 | Inform stakeholders of investigation outcomes |
| | 5.4 | Oversee the conclusion of investigations in accordance with jurisdictional procedures |

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 POLINV008 Manage complex investigations.

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 POLINV015 Manage complex investigations

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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:

- analysing and reviewing records of current and upcoming investigations to determine jurisdictional priorities for further resource deployment
- assessing changing circumstances and re-allocating resources to meet changing investigation needs
- authorising expenditure and resource usage to maximise investigation outcomes
- communicating with stakeholders to secure, maintain and extend resource allocation as needed to manage investigations
- conducting post-investigation effectiveness review of a complex investigation
- designing a complex investigation plan
- designing and managing the oversight of a complex investigation to mitigate risk, provide security and to facilitate communication with stakeholders
- evaluating factors that are influencing or potentially influencing complex investigation planning and prioritisation processes
- finalising a complex investigation
- identifying and allocating resources to ensure maximum effectiveness of a complex investigation
- leading and managing an investigative team
- reviewing complex investigation progress for:
 - adjustment to changing circumstances
 - critical decision alignment with aims and objectives
 - effectiveness
 - exhibit and forensic management.

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:

- advanced communication theory and methods
- case management methodology

- change management theory and methods
- complex investigation theory, principles and techniques
- evaluation theory, methods and techniques
- exhibit and forensic management plans
- jurisdictional information management systems
- jurisdictional policies and procedures relating to complex investigations, resource management, communications, work health and safety (WHS), privacy, investigation management, teamwork, inter-agency relationships, financial delegations
- media types and engagement strategies
- problem solving and complex decision making methods
- project management theory and tools
- resource management for complex investigations
- risk analysis theory and methods
- team management principles and practices.

Assessment Conditions

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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