



Australian Government

POLINV031 Coordinate multi-agency investigations

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Modification History

Release	Comments
2	Application updated to include non-Police investigators in complex environments.
1	This unit of competency was first released in POL Police Training Package Release 9.0.

Application

This unit describes the skills required to coordinate multi-agency investigations including the strategic planning and coordination of multi-agency investigations budgets and other resources. It also includes identifying and providing operational security of an investigation, and post-investigation evaluation of the outcomes of a collaborative investigative exercise.

This unit applies to police staff or investigators working in a designated investigative role in a complex operating environment where multi-agency cooperation is essential to conducting criminal investigations. The working environment would be highly sensitive to multiple risks to operations, participants and assets deployed in the 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 case management, work health and safety (WHS), information management, collaborative relationships, inter-agency contractual arrangements, operational security, financial and people resource management, authority delegations, communications and presentations.

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 range of highly sensitive contexts.

Licensing/Regulatory Information

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

Pre-requisite unit(s)

No prerequisite units.

Competency field(s)

Investigation

Unit sector(s)

N/A

Elements and Performance Criteria

Elements	Performance criteria
<i>Elements describe the essential outcomes of the unit</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Plan multi-agency investigations.	1.1 Identify external agencies relevant to investigations to inform planning. 1.2 Negotiate with external agencies and stakeholders to determine scope, direction, capabilities and roles within investigations. 1.3 Determine investigation objectives and scope to maintain operational focus. 1.4 Develop investigation plans with identified objectives, roles and responsibilities of stakeholders. 1.5 Confirm inter-agency agreements to formalise communication channels and promote shared understanding. 1.6 Address cross-agency enquiries to facilitate coordination.
2. Plan multi-agency budget and resource allocation.	2.1 Identify, document and budget for resources required for planning purposes. 2.2 Identify strategies to obtain resources available from external agencies. 2.3 Negotiate with decision makers to access workforce and deployment resources. 2.4 Develop resource management plan to guide multi-agency investigations.
3. Coordinate multi-agencies in crime investigations.	3.1 Formalise communication channels between agencies to facilitate flow of information during investigation. 3.2 Formalise command structures, roles and areas of responsibility to facilitate control and coordination of investigations.

	3.3 Develop and implement strategies to ensure consistent approaches during investigations. 3.4 Inform agencies of their roles, responsibilities and required outcomes to achieve investigative objectives. 3.5 Manage inter-agency conflicts to achieve investigative objectives. 3.6 Review resource allocations and usage to maximise benefits and agency accountability. 3.7 Monitor expenditure and resource usage throughout investigations to maximise investigative objectives.
4. Implement operational security requirements	4.1 Assess and review risks regularly to protect individuals, organisation and stakeholders. 4.2 Determine organisational security requirements for planning purposes. 4.3 Implement security arrangements to protect multi-agency interests and assets. 4.4 Monitor and adjust security arrangements in accordance with changing circumstances and requirements.
5. Review multi-agency investigations	5.1 Evaluate inter-agency agreements to identify areas of improvement. 5.2 Assess outcomes of multi-agency investigations to determine effectiveness. 5.3 Evaluate flow of information to identify impacting factors. 5.4 Apply lessons learned to improve future multi-agency investigations. 5.5 Document and communicate review findings to stakeholders in accordance with multi-agency protocols and procedures.

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.

Skills	Description
Learning	Build an awareness of risks identification and mitigation measures. Build a knowledge and understanding of:

	• cross-jurisdictional legislation that impacts upon the conduct of investigations • jurisdictional policies and procedures relating to inter-agency collaboration, agreements, resource sharing, privacy and confidentiality • resource management principles and plans for multi-agency investigations • review process for multi-agency investigations • risk analysis and management theory and practices • security classifications and requirements.
Reading	Read and comply with jurisdictional policies and procedures relating to inter-agency collaboration. Read, evaluate and confirm interagency agreements to formalise communication channels and promote shared understanding. Read and evaluate flow of information to identify impacting factors. Monitor and review budgets to maximise investigative objectives.
Writing	Use written means to negotiate with external agencies to determine scope, objectives, direction, capabilities and roles within investigations. Develop and document investigation plans with identified objectives, roles and responsibilities of stakeholders. Communicate review findings in writing to stakeholders. Develop complex reports and plans within a multi-agency context according to multi-agency protocols and procedures.
Oral communication	Use a range of oral communication strategies to liaise with stakeholders and participants in a multi-agency investigation. Use clear and concise language to negotiate with external agencies to determine scope, objectives, direction, capabilities and roles within investigation. Provide clear oral responses to cross-agency enquiries to facilitate coordination. Use appropriate language to manage interagency conflicts to achieve investigative objectives. Deliver oral presentations and other methods to communicate review findings to stakeholders.
Numeracy	Process mathematical concepts to monitor expenditure and resource usage throughout investigations to maximise investigative objectives.

	Perform a range of calculations to manage a multi-agency investigation budget.
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Range of conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Unit Mapping Information

Current Code and Title	Previous Code and Title	Comments	Equivalence
POLINV031 Coordinate multi-agency investigations	POLINV012 Coordinate multi-agency investigations		Equivalent

Assessment Requirements for POLINV031 Coordinate multi-agency investigations

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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:

- access multi-agency resources to implement an investigation
- communicate with stakeholders and participants in a multi-agency investigation using techniques and tools
- conduct, constantly review and report on a risk analysis of a multi-agency investigation
- coordinate multi-agency personnel to complete an investigation, including adjustment methods to accommodate changing circumstances
- deliver reports, presentations and plans within a multi-agency context in accordance with multi-agency protocols and procedures
- demonstrate strategic and operational leadership to complete an investigation
- design a multi-agency investigation plan for disclosure to partner agencies
- evaluate the effectiveness of a multi-agency investigation
- identify and resolve issues to prevent the disruption of a multi-agency investigation
- manage a multi-agency investigation budget
- manage multi-agency information, manually and electronically, in a structured manner for access by all cooperating agencies
- negotiate and document multi-agency engagement in an investigation
- plan and organise work in a multi-agency investigation environment

Knowledge Evidence

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

- advanced interpersonal skills including dispute resolution methodology
- advanced investigation planning theory and methods
- advanced project management methods and techniques
- complex decision-making theory and methods
- cross jurisdictional legislation that impacts upon the conduct of investigations' duty of care and workplace safety responsibilities
- high level leadership theory, principles and techniques
- internal auditing principles and methods
- jurisdictional policies and procedures relating to inter-agency collaboration and coordination
- negotiation techniques, methods and objectives
- operational security principles and practices
- opportunities, risks and constraints which may hamper the investigation
- resource management principles and plans for multi-agency investigations
- review process for multi-agency investigations
- risk analysis and management theory and practices
- security classifications and requirements

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.

Link

Companion volumes, including implementation guides, are found on the national training register - <https://training.gov.au/training/details/POL>.