



Australian Government

PUAEMR019 Contribute to an emergency management process

Release: 1

PUAEMR019 Contribute to an emergency management process

Modification History

Release 1.0 This is the first release of this unit of competency in the PUA Public Safety Training Package

Application

This unit of competency involves the skills and knowledge required to contribute to developing an emergency risk assessment and treatment plan for a community. It includes clarifying community contacts, applying emergency risk management methodology, developing risk statements and treatment options and promoting emergency risk management ownership.

The unit applies to personnel who are contributing to emergency risk assessments with a community or part of a community and is relevant to individuals with specific expertise who may be invited to participate in an emergency risk assessment working group.

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

Pre-requisite Unit

Not applicable

Competency Field

Emergency Management

Unit Sector

Not applicable

Elements and Performance Criteria

ELEMENTS

PERFORMANCE CRITERIA

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1 Clarify community context

1.1

Known risks, safety concerns and expectations of emergency risk management processes are identified

1.2

Legislation, policies, procedures and existing emergency management documentation and arrangements are

		identified
	1.3	Contributions to the development of a community profile are encouraged
2 Apply emergency risk management methodology	2.1	Organisational responsibilities, roles, resources, limits of authority, scope of community knowledge and expertise are explained to project group members
	2.2	Sources of useful and credible risk related information are identified and applied to the methodology
	2.3	Consultation and communication strategies are developed in accordance with emergency risk management methodology
	2.4	Processes for accountability and communication of accurate and consistent information to entities are developed and applied
	2.5	Accuracy and currency of data source is validated
3 Develop risk statements and treatment options	3.1	Additional information is sought from specialist entities regarding information gaps and conflicting data or views
	3.2	Risk statements are developed using sources of risk, elements at risk and vulnerability
	3.3	Risk statements are analysed considering levels of likelihood, consequence and confidence
	3.4	Input is provided to assess effectiveness of existing treatment strategies
	3.5	Risk treatment options are developed considering practical constraints
	3.6	Feedback on risks and treatment options is obtained from internal and external community entities
	3.7	Recommendations are developed with relevant entities and are submitted for approval
	3.8	Promotion of emergency risk project is approved before being communicated to others
4 Promote emergency risk management ownership	4.1	Management is kept informed of project progress, proposed variations in strategy, decisions and recommendations

- 4.2 Resource variations are negotiated with authorised personnel
- 4.3 Stages of emergency risk management processes, decisions and outcomes are documented
- 4.4 Opportunities for improving emergency risk management processes are identified and reported to authorised personnel
- 4.5 Allocated tasks are monitored and completed on time, whilst encouraging entities to help achieve common goals
- 4.6 Documentation, records, confidentiality and privacy of information are maintained

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 Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is not equivalent to PUAEMR008 Contribute to an emergency risk management process.

Links

Companion Volume Implementation Guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=3eca5672-6d5a-410b-8942-810d0ba05bbf>

Assessment Requirements for PUAEMR019 Contribute to an emergency management process

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria on at least one occasion and includes

- analysing risks, implications and impacts of proposed treatments
- clarifying community context
- communicating and consulting with entities
- delivering constructive input and gaining organisational and/or community support
- demonstrating decision making techniques
- determining and applying emergency risk management methodology
- developing risk statements and treatment options
- following organisational policies and procedures
- informing the organisation and community of emergency risk management processes
- participating and contributing to emergency risk management processes
- promoting emergency risk management ownership.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria and includes knowledge of

- communication and consultation strategies
- concepts, principles, standards and guidelines of emergency risk management
- emergency management risk processes
- organisational documentation, policies and procedures
- political, social, environmental and cultural considerations
- practical constraints
- roles and responsibilities of emergency risk management project group members
- sources of useful and credible information
- treatment options.

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 must occur in operational situations or in simulated operational training situations that reflect workplace conditions.

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.

Resources for assessment must include access to

- a range of exercises and/or case studies
- appropriate materials and equipment currently used in industry
- applicable documentation including organisational procedures, standards, equipment specifications, regulations, codes of practice and operational manuals.

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