



Australian Government

PUAFER003 Manage and monitor facility emergency procedures, equipment and other resources

Release: 1

PUAFER003 Manage and monitor facility emergency procedures, equipment and other resources

Modification History

Release 1. 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 manage and monitor facility emergency prevention and control structures for a complex facility or a defined group of facilities. It involves managing problems and resolving issues in relation to the organisation's facility emergency prevention process and emergency control structures.

The unit has been developed to cover the facilities as specified in Australian Standard (AS) 3745 and AS4083. For this unit, as covered by AS3745 and/or AS4083, occupants are people attending a facility on a permanent or temporary basis such as an employee, contractor, student or resident but not a visitor or patient and a facility is a building, structure or workplace that is, or may be, occupied by people (occupants).

All aspects of the unit must be undertaken in accordance with legislative requirements, organisational policies and procedures and accepted safe practices. It applies to members of an Emergency Planning Committee (EPC).

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

Pre-requisite Unit

Not applicable

Competency Field

Facility Emergency Response

Unit Sector

Public Safety

Elements and Performance Criteria

ELEMENTS

PERFORMANCE CRITERIA

Elements describe the essential Performance criteria describe the performance needed to

outcomes.

demonstrate achievement of the element.

1 Manage emergency measures and practices

- 1.1** Emergency prevention measures, practices and control equipment are identified, documented and disseminated, in accordance with the facility emergency plan
- 1.2** Situations that could lead to facility emergencies are identified and recorded and options for mitigating or avoiding these situations are formulated, tested and implemented
- 1.3** Suitably qualified and competent emergency planners are consulted

2 Manage emergency control equipment

- 2.1** Emergency control equipment maintenance requirements are documented, disseminated and managed
- 2.2** Instruction and training is provided for onsite personnel in the use of emergency control equipment
- 2.3** Equipment maintenance is audited for compliance, in accordance with facility emergency response procedures
- 2.4** Emergency control equipment is assessed for useability and accessibility and is reported on, in accordance with facility emergency response procedures
- 2.5** Facility emergency procedures are followed to correct emergency control equipment defects and deficiencies

3 Record and report emergency control equipment and faults

- 3.1** Schedule for verifying and reporting equipment faults is developed and implemented
- 3.2** Details and nature of equipment faults are recorded and, where possible, are rectified in accordance with facility emergency response procedures
- 3.3** Maintenance logs, records and tests are consulted and corrective action on equipment is verified
- 3.4** Reports on verified faults are provided within required timeframes and contain recommendations
- 3.5** Frequency of fault occurrences is monitored and reported on, in accordance with facility emergency response procedures

4 Monitor emergency

- 4.1** Currency and compliance of facility emergency plan

control structures

is monitored

- 4.2** Emergency control organisational activities are monitored to ensure they comply with facility emergency plans, relevant industry standards and are appropriate for the facility
- 4.3** Compliance with industry standards and statutory requirements is checked and appropriate recommendations are made where compliance is an issue
- 4.4** Implementation of emergency prevention safety inspection recommendations is monitored, in accordance with facility emergency response procedures
- 4.5** Representation on the emergency planning committee and emergency control organisation is monitored, in accordance with the facility emergency plan, relevant industry standards and statutory requirements
- 4.6** Recommendations and reports are provided to stakeholders, in accordance with facility emergency response procedures
- 4.7** Training is provided and monitored, in accordance with the facility emergency plan and statutory 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 Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to PUAWER003B Manage and monitor facility emergency procedures, equipment and other resources.

Links

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

Assessment Requirements for PUAFER003 Manage and monitor facility emergency procedures, equipment and other resources

Modification History

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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 operational effectiveness of emergency control equipment
- applying legislation, industry standards, codes of practice and regulations
- applying Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements
- ensuring compliance of facility emergency response procedures, emergency control structures, equipment and other resources with the facility emergency plan
- establishing and maintaining facility emergency plans
- identifying hazards and controlling risks
- implementing compliance regime
- implementing maintenance auditing and fault finding procedures
- managing, recording and reporting emergency control equipment and faults
- monitoring emergency control structures including verifying results
- providing advice and guidance to the emergency management planning committee and emergency control organisation
- providing training in emergency response procedures, emergency control structures and equipment
- reporting emergency prevention problems and suggestions for correction
- utilising emergency prevention principles and solutions

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

- approved fire protection and other emergency systems located in a facility
- basic characteristics, use and limitations of facility emergency response procedures and emergency control equipment
- compliance requirements
- dynamic risk assessment
- emergency response procedures, emergency control structures and equipment training

- facility documentation including maintenance logs and records, legislation, industry standards, codes of practice and regulations
- facility emergency plan including role of emergency planning committee and emergency control organisation
- fault finding in equipment
- maintenance requirements of facility emergency control equipment and emergency plan and emergency response procedures
- operational effectiveness of emergency control equipment
- principles and practices of emergency prevention
- situations that could lead to facility emergencies
- verification processes and procedures
- Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

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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, assessment must occur in industry approved simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to

- a range of relevant activities, exercises, case studies and/or simulations
- relevant and appropriate materials, equipment, tools and personal protective clothing and equipment currently used in industry
- applicable documentation including organisational policies, facility emergency plan, facility emergency response procedures, industry standards, equipment specifications, regulations, codes of practice and operation manuals.

Links

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