



Australian Government

PUAFER011 Manage facility emergency response teams

Release: 1

PUAFER011 Manage facility emergency response teams

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 a facility emergency response team assigned to control workplace emergencies in their early stages prior to the arrival of the emergency services and/or specialist response team. It includes establishing and maintaining emergency response teams, providing information and developing procedures, making recommendations for the provision of emergency equipment and managing its maintenance, arranging training for emergency response teams and monitoring and reporting on emergency response teams.

Depending on the size and structure of the facility management of the emergency may involve more than one facility emergency response team over more than one physical location, as specified in the emergency management plan.

The unit has been developed to cover the facilities as considered in Australian Standard (AS) 3745 or 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 outcomes.

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

1 Establish and maintain emergency response teams

- 1.1** Role, authority, structure and scope of emergency response team is negotiated with management of the facility and is documented in facility emergency response procedures
- 1.2** A system for alerting emergency response team members to an emergency is developed, demonstrated and regularly tested
- 1.3** A business plan and budget are developed and maintained for the emergency response team
- 1.4** Facility emergency systems and procedures are audited for compliance with industry standards, codes and/or regulations

2 Provide information and develop procedures

- 2.1** A risk assessment of emergency response team's expected activities is conducted, in accordance with industry standards, codes and/or regulations
- 2.2** Hazards are identified and controls are developed and implemented, in accordance with industry standards, codes and/or regulations
- 2.3** Information is provided to the emergency response team about its role, authority, structure, scope, equipment and training requirements
- 2.4** Facility emergency response procedures are developed and provided to emergency response teams and other appropriate personnel and are regularly reviewed
- 2.5** Pre-incident planning information about layout of the facility and key features relevant to potential emergencies is provided to the emergency response team
- 2.6** Suitably qualified and competent emergency planners are consulted
- 2.7** Members of the emergency response team and emergency control organisation are consulted about and encouraged to participate in the development and review

of facility emergency procedures

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| 3 Make recommendations for provision of emergency equipment and manage its maintenance | 3.1 Recommendations are made for the acquisition of emergency equipment appropriate to the role and scope of the emergency response team |
| | 3.2 Safe operating procedures, based on risk assessments and manufacturers' instructions, are developed and communicated to the emergency response team |
| | 3.3 Arrangements are made for the storage of emergency equipment in a location that is safe, convenient and readily accessible to the emergency response team |
| | 3.4 Arrangements are made to ensure emergency equipment is maintained, in accordance with industry standards and/or manufacturers' instructions |
| | 3.5 Personal protective clothing and equipment and information about its characteristics, limitations, safe use and care are provided to each member of the emergency response team |
| 4 Arrange training for emergency response teams | 4.1 Training and assessment is arranged before personnel are assigned to emergency response duties |
| | 4.2 Training is arranged, based on needs analysis, to ensure currency of competence |
| | 4.3 Arrangements are made for scheduling, promoting, reporting and recording of training, in accordance with facility emergency response procedures |
| | 4.4 Feedback on performance, during training, is used to validate and improve training delivery, processes and procedures |
| 5 Monitor and report on Emergency response team | 5.1 Emergency response team is audited and reviewed for relevance and ability to implement emergency response systems |
| | 5.2 Status of the emergency response team and emergency control system is reported to the emergency planning committee, in accordance with facility emergency response 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 Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to PUAWER011B Manage facility emergency initial response teams.

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>