



Australian Government

Assessment Requirements for PUA FIR610

Manage imaging and electronic data

Release: 1

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Modification History

Release 1. This is the first release of this unit of competency in the PUA Public Safety Training Package.

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 data to support conclusions
- applying Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) organisational requirements
- creating, storing and using primary and working copies of data including
 - copying data for ongoing data review and interpretation
 - database recording or linking digital data to physical evidence and specific incidents
 - enhancing, reformatting and recycling data
 - labelling and storing primary image data to secured electronic storage devices for archiving
 - statutory requirements for retention of evidence
- capturing evidence electronically
- evaluating scenes to determine data to be captured electronically
- labelling evidence
- maintaining data evidence log
- managing electronic data including data corruption processes
- presenting electronic data evidence
- selecting and preparing equipment and accessories
- using and maintaining digital cameras, videos, audio and data recording devices

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

- data corruption and protection processes
- data evidence log requirements
- data or imaging techniques
- integrity of data in networked environments
- local, state and territory court requirements for investigation and recording of findings

- methods, techniques and equipment for handling and storing evidence to preserve and avoid damage or contamination
- organisational protocols for recording, storing, archiving and releasing data files
- processes for the labelling of evidence including date, details of persons living evidence, digital evidence and location
- range of electronic equipment
- roles and functions for the recording, collecting, preserving and continuity of data
- types of accessories
- use and maintenance of equipment and accessories
- Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) organisational requirements including risk mitigation and personal protective clothing and equipment

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

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>