



Australian Government

PUAOPE020 Lead a crew

Release: 1

PUAOPE020 Lead a crew

Modification History

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

Application

This unit of competency involves the skills and knowledge required to lead a small team to perform operational tasks at an incident. It applies to personnel who are responsible for ensuring that tasks allocated to their crew are effectively and efficiently carried out.

The work is typically performed under the supervision of a designated officer within the organisation's chain of command.

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

Pre-requisite Unit

Not applicable

Competency Field

Operations

Unit Sector

Public safety

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Prepare crew for tasks

PERFORMANCE CRITERIA

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

- 1.1** Initial briefing is obtained from the designated officer, in accordance with the organisational chain of command
- 1.2** Additional information, equipment and resources are obtained, as required

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|-------------------------------------|------------|---|
| | 1.3 | Crews are briefed and tasks are allocated |
| 2 Lead crew to perform tasks | 2.1 | Tasks are implemented as directed by the designated officer, in accordance with the organisational chain of command |
| | 2.2 | Progress towards completion of tasks is monitored and adjustments are made, as required |
| | 2.3 | Reports are provided to the designated officer, in accordance with organisational procedures and instructions |
| | 2.4 | Communication is maintained with supervisor, crew members and other personnel in the work/incident area |
| | 2.5 | Safety, health and wellbeing of crew members is monitored and appropriate action is taken |
| 3 Conclude tasks | 3.1 | Completion of tasks is reported to the designated officer, in accordance with organisational procedures |
| | 3.2 | Crew and equipment are made ready for further tasks |
| | 3.3 | Crew is debriefed, in accordance with organisational procedures |
| | 3.4 | Documentation is completed, in accordance with organisational 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 PUAOPE020A Lead a crew.

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 PUAOPE020 Lead a crew

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

- allocating tasks to crew members to achieve required outcomes
- applying Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements
- briefing and debriefing crew members
- communicating with crew members
- completing organisational documentation
- completing reporting requirements
- concluding tasks
- following organisational policies and procedures
- identifying and correctly using equipment and resources
- leading crew to perform tasks
- maintaining shared situational awareness
- monitoring and reporting on progress
- obtaining briefing from designated officer
- preparing crew for tasks
- using communication equipment

Knowledge Evidence

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

- communication flow requirements to meet organisational command structure
- communication methods
- equipment and resources
- organisational documentation, policies and procedures
- progress monitoring (plan, do, check and adjust)
- report and documentation requirements
- resource management responsibilities and systems
- types of incidents

- Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements including risk mitigation

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
- applicable documentation including organisational procedures, industry standards, equipment specifications, regulations, codes of practice and operation manuals.

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