



Australian Government

Assessment Requirements for PUATEA006 Lead a functional unit at an incident

Release: 1

Assessment Requirements for PUATEA006 Lead a functional unit at an incident

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

- applying Work Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements
- completing reports
- conducting briefings and debriefings
- conducting meetings and preparing agendas
- delegating tasks to individuals within the unit
- demobilising functional unit
- identifying equipment and resources required by the unit
- implementing organisational policies and procedures
- maintaining a log of activities and decisions
- managing and leading a team including delegating responsibilities and tasks, monitoring performance, providing feedback and acting to ensure completion of functional unit requirements
- reporting injuries, accidents and near misses
- seeking, processing and communicating information using and maintaining a records management system
- working and liaising with the incident management team and external stakeholders

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

- Australasian Inter-service Incident Management System (AIIMS) structure and principles
- communication methods
- communication requirements for stakeholders
- demobilisation of functional unit
- equipment and resources for a functional unit
- incident documentation, record management systems and the management of information organisational documentation, policies and procedures including welfare arrangements

- procedures for meetings including agendas
- processes for conducting briefings and debriefings
- processes for monitoring functional unit progress
- report requirements and obligations
- team leadership and management including awareness of how personnel may react in incident response situations, basic principles of unit and team coordination, leadership practices, factors affecting decision making, maintenance of personal and shared situational awareness within the team and techniques for listening and questioning
- 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, tools, equipment 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.

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>