



Australian Government

Department of Education, Employment and Workplace Relations

PUA51004 Diploma of Public Safety (Community Safety)

Release: 1

PUA51004 Diploma of Public Safety (Community Safety)

Modification History

Not applicable.

Description

Not applicable.

Pathways Information

Not applicable.

Licensing/Regulatory Information

Not applicable.

Entry Requirements

Not applicable.

Employability Skills Summary

Employability Skills Summary for PUA51004 Diploma of Public Safety (Community Safety)

Employability Skills are part of a unit of competency.

Employability Skills statements from a selection of units of competency from the PUA51004 Diploma of Public Safety (Community Safety) have been reproduced in the table below.

This table provides an example of Employability Skills for the qualification because Employability Skills within a qualification will vary depending on the qualification packaging options.

Public Safety qualifications have core units (which must be achieved) and elective units (where there is a choice of units which must be achieved) so different Employability Skills Summaries are possible within the one qualification, depending on the package of core units and chosen elective units. Employability Skill	Employability Skills Statement
Communication	• document broad tactics, roles, tasks, responsibilities, resource implications and timeframe for implementing the selected strategy • document strategies according to organisational requirements • identify, through research and stakeholder consultation, existing prevention, preparedness, response and recovery strategies • inform stakeholders of progress • negotiate accountability for components of the strategy • maintain accurate records of meetings and communications with stakeholders and project team members • maintain effective communication between working group members
Teamwork	• allocate team roles and responsibilities • apply knowledge of team work principles and strategies

	• confirm communication and reporting procedures • harness cooperation, motivation and diversity of others • identify treatment actions, resources required, milestones, budget, reporting procedures and roles and responsibilities of project team members • prepare for, participate in and lead meetings to achieve effective outcomes
Problem solving	• adjust implementation action plans following the review process if required • apply knowledge of problem solving and decision making techniques • apply knowledge of risk analysis and management • apply problem solving and decision making techniques • evaluate strategies and limitations and impacts identified and communicated to stakeholders • identify implementation issues and contingencies developed where necessary • identify potential hazards and their consequences • identify problems likely to preclude the implementation of strategies • review planning processes to identify opportunities for improvements
Initiative and enterprise	• identify existing prevention, preparedness, response and recovery strategies through research and stakeholder consultation • use knowledge of techniques for the prioritisation and evaluation of public safety risk management systems • use skills to define and anticipate implementation barriers • use knowledge of the planning process and the kinds of outcomes and benefits for communities
Planning and organising	• assess and establish performance criteria for the effectiveness of treatment implementation • complete treatment activities efficiently • develop consultation strategies • develop effective processes for cooperative planning • develop feasible and effective plans, tactics and activities to achieve treatment objectives • develop information management, reporting and accountability strategies • identify a range of potential prevention, preparedness, response and recovery strategies through researching current best practice, alternative options, and seeking expert opinion • identify characteristics of the risk

Self-management	• establish a project and see it through • obtain commitment and agreement on reviewed strategies as negotiated with stakeholders • use knowledge of culture, diversity and history of communities, environments and associated concerns, issues and sensitivities, perception of risks • use knowledge of current principles and practices to conduct activities which exercise elements of public safety management • use knowledge of organisation's approval procedures • use knowledge of risk management and models • use skills to summarise and explain key information clearly
Learning	• learn about benchmarking best practices in the implementation and review of management processes • learn about emergency risk management terminology; risk; prevention, preparedness, response and recovery concepts and principles; mitigation; organisational requirements for the submission and approval of treatment plans; and reporting of treatment outcomes • learn about legislative and regulatory requirements relevant to emergency management • learn about planning theory and processes • learn about potential hazards and their consequences
Technology	• communicate using information technology, which may include meetings, letters, facsimile, electronic transmission of information • select technologies and processes which most effectively communicate the information • use information technologies, which may include computerised simulations • use resources, which may include project planning software

Packaging Rules

Qualification Requirement: 12 units of competency

All 3 core units plus at least 3 elective units from Group A plus 6 additional elective units from Group A or Group B

The Group B elective units may be taken from the elective units listed below and may include 2 units taken from this Training Package, any other endorsed Training Package or any state/territory accredited qualification where the unit is in a qualification at the same level or a higher level.

Code	Core Units
PUAEMR013B	Facilitate treatment strategy development and implementation
OR	
PUAFIR602B	Manage the implementation of community safety strategies
PUAEMR011B	Plan and implement a treatment measure
OR	
PUAFIR509B	Implement prevention strategies
PUAMAN005B	Manage projects
Code	Elective Units
Group A	
PUACOM008B	Develop and organise public safety awareness programs
PUAEMR008B	Contribute to an emergency risk management process
PUAEMR009B	Facilitate emergency risk assessment
PUAEMR010B	Undertake emergency planning
PUAEMR012B	Determine treatment options
PUAFIR403B	Assess building plans
PUAFIR404B	Inspect dangerous goods facilities
PUAFIR501B	Conduct fire investigation and analysis activities
PUAFIR504B	Assist with the formulation and implementation of policies
PUAFIR506B	Conduct an assessment of building's performance based design

Code	Core Units
PUAFIR507B	Inspect building fire safety systems
PUAFIR508B	Assess and evaluate a facility's fire/incident safety management systems in hazardous materials
PUAMAN001B	Manage the organisation's public safety responsibility
PUAOHS003B	Implement and monitor the organisation's occupational health and safety policies, procedures and programs
PUAWER002B	Ensure workplace emergency prevention procedures, systems and processes are implemented
PUAWER005B	Operate as part of an emergency control organisation
PUAWER006B	Lead an emergency control organisation
PUAWER009B	Participate as a member of an initial workplace emergency response team
PUAWER010B	Lead an initial workplace emergency response team

Group B

Code	Elective Units
PUACOM003B	Manage information
PUACOM004B	Manage organisational communication strategies
PUALAW003B	Give evidence in a judicial or quasi-judicial setting
PUALAW004B	Represent the organisation in a judicial or quasi-judicial setting
PUAPRO001B	Promote a learning environment in the workplace
PUAPRS20529B	Manage marketing requirements
BSBADV401A	Profile a target audience
BSBADV507A	Develop a media plan
BSBADV508A	Present an advertising campaign
BSBFLM506A	Manage workplace information systems
BSBFLM507A	Manage quality customer service
BSBFLM510A	Facilitate and capitalise on change and innovation

Code	Core Units
CHCNET3B	Develop new networks
CHCPOL5A	Manage research activities
CHCYTH5C	Support youth programs
LGACOM502B	Devise and conduct community consultations
LGAEHRH604B	Develop and implement environmental health education, promotion and awareness strategies
LGAEHRR504B	Implement public education programs to improve community compliance
LGAPLEM403A	Attend requests for building and planning information and advice
LGAPLEM501A	Achieve an efficient and sustainable use of natural resources
LGAPLEM506A	Improve community knowledge and skills in environmental management practices
NWP505A	Implement and manage environmental management policies, plans, procedures and programs
PSPREG403B	Assess compliance
RTD5910A	Contribute to regional planning process

NOTES

BSB units have been imported from the BSB01 Business Services Training Package.

CHC units have been imported from the CHC02 Community Services Training Package.

LGA units have been imported from the LGA04 Local Government Training Package.

NWP unit has been imported from the NWP01 Water industry Training Package.

PSP units have been imported from the PSP04 Public Sector Training Package.

RTD unit has been imported from the RTD02 Conservation and Land Management Training Package.

Information about customising PUA00 Public Safety Training Package qualifications is on page [12](#).