



Australian Government

Department of Education, Employment and Workplace Relations

PUADEFEO205C Conduct technical explosive ordnance investigations

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit Descriptor

This unit covers the competency required to conduct investigations and to prepare options and solutions in matters concerning the performance of explosive ordnance and/or their means of delivery.

An investigation may be conducted into any explosive ordnance process/operation and may be undertaken at all levels within an organisation for both internal and external agencies.

Application of the Unit

Application of the Unit

This competency normally applies to the individual who is required to conduct technical investigations and to prepare options and solutions in matters concerning the performance of explosive ordnance and/or their means of delivery.

Investigations may be initiated by the Terms of Reference and/or Instruments of Appointment. In the case of an explosive ordnance **incident**, the reporting of the incident is sufficient, with processes and procedures providing the direction for inquiry. Investigations may be either preliminary or technical in nature.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Pre-requisite Unit/s Nil

Employability Skills Information

Employability Skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency.

Performance Criteria describe the required performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the Required Skills and Knowledge and/or the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

1. **Liaise with client/customer**

- 1.1 Client/customer requirements are identified as required by current instructions and procedures
- 1.2 Methodology, coordination requirements and necessary authorisation to progress the ***investigation*** are agreed/obtained as required by current procedures and instructions
- 1.3 Report requirements are determined in terms of frequency, timing and format to meet client/customer needs

2. **Determine investigation objectives**

- 2.1 Investigation objectives are established
- 2.2 Objectives are set within budget and time constraints

ELEMENT	PERFORMANCE CRITERIA
3. Select and implement procedures	3.1 Procedures are selected that incorporate methods which are appropriate and feasible in relation to the matter being investigated 3.2 Procedures are applied within relevant <i>standards, legislative requirements, regulations and instructions</i> 3.3 Procedures are implemented to enable investigation objectives to be met within budget and time constraints
4. Examine the evidence	4.1 Evidence is identified, collected and preserved as required 4.2 Evidence is examined using research methodology that meets relevant standards and procedures 4.3 Legislative requirements are considered in the examination of evidence
5. Provide and evaluate observations	5.1 Observations are provided in a format which meets the client requirements, can be easily understood and enables feasible solutions to be selected 5.2 Observations are evaluated against specified criteria 5.3 Appropriate recommendations are selected based on the options provided that will resolve the matters or problems which initiated the investigation
6. Prepare and present investigation reports	6.1 Investigation reports are prepared in accordance with specified standards and procedures 6.2 Reports are presented in a format that ensures the client can readily understand the determined observations and recommendations 6.3 Evidence is provided to inquiries/courts as required

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level, required for this unit.

Required Skills

- adapt processes and procedures
- analyse information
- be objective
- communicate with others
- conduct interviews
- conduct research
- liaise with clients
- use appropriate information technology and software
- write reports

Required Knowledge

- analytical and evaluation processes
- characteristics, technical capabilities, effects, employment and limitations of explosive ordnance
- characteristics, technical capabilities, effects, employment and limitations of weapons/weapon systems
- investigative methodologies and processes
- relevant standards, instructions and procedures
- relevant technology and its application relating to the subject of the investigation
- reporting procedures
- research methodologies

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Assessment must confirm the ability to:

- identify investigation objectives
- select and implement investigative procedures
- liaise with clients
- evaluate observations
- select recommendations based on options provided
- prepare reports and provide evidence.

Consistency in performance

Competency should be demonstrated in a range of actual or simulated explosive ordnance contexts.

Context of and specific resources for assessment

Context of assessment

Competency should be assessed in the workplace or under conditions which accurately simulate a realistic workplace in accordance with all relevant legislation and organisational requirements.

Specific resources for assessment

Access is required to:

- facilities and resources used in conducting research into the packaging, storage, distribution and maintenance of explosive ordnance, including a licensed explosive site.

EVIDENCE GUIDE

Method of assessment

In a public safety environment assessment is usually conducted via direct observation in a training environment or in the workplace via subject matter supervision and/or mentoring, which is typically recorded in a competency workbook.

Assessment is completed using appropriately qualified assessors who select the most appropriate method of assessment.

Assessment may occur in an operational environment or in an industry-approved simulated work environment.

Forms of assessment that are typically used include:

- direct observation
- interviewing the candidate
- journals and workplace documentation
- third party reports from supervisors
- written or oral questions.

Range Statement

RANGE STATEMENT

The Range Statement relates to the Unit of Competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the Performance Criteria is detailed below.

Incidents may include

Accidents
Defects
Malfunctions

Investigations may be conducted to

Conduct research
Examine incidents involving explosive ordnance
Identify weaknesses/defects in policies, procedures and/or products
Investigate defects in explosive ordnance
Investigate policies, processes and procedures
Monitor quality assurance programs
Respond to specific direction
Support research and development
Support the development of equipment, systems and processes

Standards, legislative requirements, regulations and instructions against which investigations are undertaken may include

Design standards
Guidelines and codes of practice that cover technical specifications
Relevant Australian and international standards
Relevant organisational guidelines and procedures
Relevant state, territory and local government legislative requirements and any attendant regulation
Safe handling of hazardous materials and quality assurance procedures

Unit Sector(s)

Not applicable.