



Australian Government

Department of Education, Employment and Workplace Relations

PUADEFRM207B Conduct training area inspections

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

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This unit covers the competency required to conduct a formal inspection of a training area. It includes the planning, preparation, conduct and follow-up action following an inspection.

A training area may contain a variety of ranges within its boundaries but a range cannot contain a training area.

Application of the Unit

Application of the Unit

This unit was developed for range management and range control work within Defence but may be applicable to work in this field.

Typically, people who or apply this unit would work independently or as part of a team under direct and indirect supervision, use discretion and judgement and take responsibility for the quality of their outputs. All activities are carried out in accordance with relevant organisational policies and procedures.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite 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. Prepare to conduct training area/range inspection	1.1 Statutory requirements relevant to the range, training area and purpose of the inspection are established and confirmed with relevant personnel 1.2 Briefs for users, staff and contractors are conducted as required by Range Standing Orders, instructions and regulations 1.3 Training area access and relevant clearances are obtained as required by Range Standing Orders and instructions 1.4 Resources required for inspection are identified and acquired where appropriate
2. Conduct training area/range inspection	2.1 Inspections are undertaken in accordance with relevant statutory requirements, Range Standing Orders and instructions 2.2 All appropriate safety precautions are applied in accordance with Range Standing Orders, instructions and legislation/regulation 2.3 Appropriate action is applied immediately conditions warranting such action are observed or encountered 2.4 Equipment and infrastructure serviceability is checked and recorded/reported as required by Range Standing Orders, instructions, manuals and standards
3. Report on training area/range inspection	3.1 Post inspection reports and briefs are completed as required by relevant standing orders, instructions and regulation 3.2 Training area contamination records, reports and briefs are completed as required 3.3 Equipment and infrastructure maintenance and /or refurbishment is initiated in accordance with relevant policy and procedures as required 3.4 Users and other agencies and contractors are provided with briefs on serviceability of equipment and infrastructure as required 3.5 Reports on check fire calls are prepared for all relevant authorities in accordance with standing orders, instructions, regulations, policy and procedures
4. Maintain training	4.1 Inspection records are completed in accordance

records

with relevant orders, instructions, policy and procedures

4.2 Contamination plots, charts and records are completed in accordance with relevant standing orders, instructions, policy and procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required Skills

- apply environmental issues relevant to the training area
- apply interpersonal techniques
- conduct briefings
- conduct liaison and negotiations
- exercise tact and judgement in a command and control environment
- identify contaminants
- interpret and apply training area safety requirements
- interpret training area activities
- navigate by vehicle and on foot
- operate training area communication facilities
- read and interpret job instructions, workplace documentation and reports
- use a variety of verbal and non-verbal communication techniques including body language, language style, active listening
- write at the level required to complete workplace documentation and reports
- write reports

Required Knowledge

- composition of teams and roles and responsibility of team members
- environmental issues relevant to the training area
- map reading
- navigation techniques
- planning processes
- principles of teamwork and teams aims and objectives
- reporting requirements
- techniques for giving and receiving feedback in a constructive manner
- training area activities
- training area safety requirements
- verbal and non-verbal communication techniques including body language, language style, active listening
- written communication to a level required to complete workplace forms and reports

Evidence Guide

EVIDENCE GUIDE

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

Assessment must confirm the ability to: plan and prepare for the conduct of the training area inspection, identify the purpose of the inspection, initiate immediate action when required, and prepare and present relevant inspection reports.

Consistency in performance

Competency should be demonstrated in a range of actual or simulated range and training area management contexts.

Context of and specific resources for assessment

Context of assessment

Competency should be assessed in the workplace or in a simulated work environment, in accordance with all relevant legislation and organisation requirements. A portfolio of a range of appropriate post inspection reports should be submitted as evidence for assessment.

Specific resources for assessment

Access is required to an operating range and training area.

Guidance information for assessment

In all cases assessment should be supported by questions to assess knowledge and those aspects of competency which are difficult to assess directly.

Questioning techniques should suit the language and literacy levels of the candidate.

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.

A range may include	All air, land and/or sea areas used for Defence live-firing weapons practices, tests or operations
A training area may include	Any area of land, sea, undersea, or air used for any military manoeuvres or simulated wartime operations involving planning, preparation and execution, carried out for the purpose of training and evaluation Combined, joint or single service exercises depending on participating organisations
Inspections may include	Access constraints Chemicals Contamination Contravention of safety practices and Range Standing Orders and/or activity instructions Cultural/heritage areas Damage to range and training area facilities Environmental damage Environmental degradation Environmental impact Feral animals Placement of targets and suitability for use Prohibited and/or controlled material Prohibited and/or controlled plants Security and/or boundary breaches Serviceability of fixed ranges: • contamination of stop butts • control towers/infrastructure • erosion • flag poles • targets (mechanical/electronics) • visibility

RANGE STATEMENT**Appropriate action may include**

Check fire
Ceasing of activities
Range closures

Post inspection reports and briefs may include

Damage reports
Environmental reports
Refurbishment requirements
Safety reports
Security reports

Training area contamination may include

Chemical spills
Fragmentation debris
Petrol, oil and lubricant spills
Unexploded ordnance (UXO)

Unit Sector(s)

Not applicable.

Corequisite Unit/s**Co-requisite Unit/s**

Nil