



Australian Government

Department of Education, Employment and Workplace Relations

PUAEMR001B Establish context and develop risk evaluation criteria

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

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This unit covers the competency to identify the framework in which emergency risk management is undertaken and to develop the community's criteria for acceptance of risk.

Application of the Unit

Application of the Unit

The application of this unit in the workplace - the environments, complexities and situations involved - will be written during Phase II of the Review of the PUA00 Public Safety Training Package.

This text will be useful for the purposes of job descriptions, recruitment advice or job analysis; where possible, it will not be too job specific to allow other industries to import it into other Training Packages, where feasible.

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. Identify issues by research and consultation

- 1.1 Aim and objectives for the development of context are identified
- 1.2 Stakeholders' roles and inputs required are determined in accordance with ***policies and procedures***
- 1.3 Budget, timeframe and schedule for research and consultation are determined
- 1.4 ***Community information*** is obtained

2. Identify and liaise with stakeholders

- 2.1 ***Existing and potential liaison networks*** are identified
- 2.2 Relevance of existing and potential networks is evaluated
- 2.3 ***New networks*** are developed using a range of strategies
- 2.4 ***Liaison and communication structures*** are established

3. Clarify stakeholders' roles and requirements

- 3.1 Stakeholders' roles and the need for their input are clearly defined and emphasised in seeking their cooperation
- 3.2 Stakeholders are informed of aims, objectives and the risk management context and structure within which they must operate
- 3.3 Needs of stakeholders are determined and conflicting needs identified and noted

4. Develop risk evaluation criteria with stakeholders

- 4.1 Social, environmental, financial and timeframe needs are identified in consultation with stakeholders
- 4.2 Legal, technical and political considerations are identified in consultation with stakeholders
- 4.3 Reasons for, and selection of, criteria are negotiated with stakeholders and agreed upon
- 4.4 ***Evaluation criteria*** are recommended which take into account ***practical constraints*** and the community's acceptance of risk
- 4.5 Community expectations of acceptable risk are established

5. Monitor and review

- 5.1 Context and Evaluation Criteria are monitored in accordance with ***standards and guidelines***
- 5.2 Context and Evaluation Criteria are reviewed in accordance with standards and guidelines

ELEMENT**PERFORMANCE CRITERIA****Required Skills and Knowledge****REQUIRED SKILLS AND KNOWLEDGE**

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

Required Skills

- conduct needs analysis
- conflict resolution
- facilitation
- nature of risk
- negotiation
- problem solving
- project management

Required Knowledge

- demographic and economic analysis techniques
- emergency management concepts and principles
- legislative and regulatory requirements relevant to risk management
- problem solving and decision making techniques
- research

Evidence Guide**EVIDENCE GUIDE**

EVIDENCE GUIDE

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

The development of selection criteria which are agreed to by stakeholders

Criteria for agreement are established by stakeholders

Consistency in performance

Candidates should be expected to present evidence from within a real environment

Context of and specific resources for assessment

Context of assessment

Evidence of competence in this unit should be collected from within a real environment

Specific resources for assessment

For the demonstration of competence in this unit it will be necessary to provide a real life environment

Underpinning knowledge may be assessed through written assignments, project reports, debriefings and action learning projects

Guidance information for assessment

Information that will assist or guide assessment will be written during Phase II of the Review of the PUA00 Public Safety Training Package.

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.

Stakeholders may include	staff client groups members of the public community groups industry groups public and private sector organisations non-government organisations Members of Parliament
Policies and procedures may include	arrangements specified in legislation policies existing disaster plans agreements and standing operating procedures
Sources of community information may include	community information booklets local media local council local emergency service personnel
Existing and potential liaison networks	should be identified through comprehensive research of relevant agency documentation and community information
New networks	should be developed using a range of strategies selected to maximise response from relevant individuals and groups
Practical constraints may include	legal technical financial political and social considerations and current best practice

RANGE STATEMENT**Risk evaluation criteria may be based on**

technical
 economic
 legal
 social
 humanitarian
 other criteria determined by stakeholders

Liaison and communication structures may include

meetings
 letters
 facsimile
 electronic transmission of information
 small group or individual verbal communication

Strategies for accessing networks may include

advertising in local media
 preparing media releases
 initiating media interviews
 contacting individual organisations
 distributing pamphlets
 speaking at community functions

Communicating to promote understanding may include

using plain English (or appropriate community language)
 avoidance of technical terminology and jargon
 taking account of education levels
 literacy levels
 English language levels
 familiarity with technical terms
 may require use of interpreter or community liaison officer
 Positive relationships with stakeholders may be promoted by facilitating open communication and responding promptly to queries

Legislative, regulatory and organisational requirements may include

environmental acts
 safety standards
 local government regulations

RANGE STATEMENT**Standards and guidelines
are to include**

Australian Standard AS/NZS 4360
Emergency Risk Management Guidelines 1999

Unit Sector(s)

Not applicable.

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

Nil