



Australian Government

PUAMAN001B Manage the organisation's public safety responsibilities

Release 3

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Modification History

Release	TP version	Comments
3	PUA12 V2.1	Editorial changes.
2	PUA12 V1	Layout adjusted. Application revised.
1	PUA00 V8.1	Primary release on TGA.

Unit Descriptor

This unit covers the competency to manage the organisation's public safety responsibilities within the context of established policy and organisational relationships.

Application of the Unit

This unit applies to public safety workers who have a senior managerial responsibility for ensuring appropriate organisational risk management strategies are in place and implemented.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Employability Skills Information

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 Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

1. Analyse the organisation's public safety responsibilities

- 1.1 Organisational goals are identified within the context of the organisation's public safety responsibilities.
- 1.2 The organisational environment is identified and strengths, weaknesses, opportunities and threats are analysed.
- 1.3 Elements which support or impair the ***organisation's ability to manage risk*** are determined.
- 1.4 Organisational capabilities to manage risk are identified.
- 1.5 A strategic plan for risk management is developed.

2. Establish an emergency risk management structure

- 2.1 An organisational structure is established to implement the organisation's risk management strategic plan.
- 2.2 The risk management structure is implemented and maintained.
- 2.3 ***Technical, financial, social, legal*** and other ***considerations against which risk can be prioritised*** are determined.
- 2.4 Organisational risk management responsibilities are identified.

3. Review the organisation's risk management performance

- 3.1 An organisational review process is established.
- 3.2 The effectiveness of the risk management strategies is regularly reviewed.
- 3.3 The risk management strategic plan is adjusted following the review process if required.

Required Skills and Knowledge

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

Required Skills

- analyse risk
- assess organisational needs
- define problems
- demonstrate influencing skills
- evaluate and prioritise risk
- identify stakeholders
- use analytical tools and processes

Required Knowledge

- emergency management concepts and principles
- legislative and regulative arrangements relevant to emergency management
- negotiation strategies and tactics
- problem solving and decision making techniques
- the intent and potential application of Australian Standard AS/NZS 4360 to given scenarios and potential situations

Evidence Guide

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

It is essential for this unit that competence be demonstrated in the development of a risk management strategic plan and an organisational structure which meet the organisation's public safety risk management needs and are consistent with its responsibilities and objectives.

Consistency in performance

Evidence should be gathered over a period of time in a range of actual or simulated workplace environments.

Context of and specific resources for assessment

Context of assessment

Evidence of competence in this unit should be collected in one or more actual situations or scenarios where there is the capacity to demonstrate the required evidence in a real or simulated environment in conjunction with portfolio evidence. Underpinning knowledge may be assessed through written assignments, project reports, debriefings and action learning projects.

Specific resources for assessment

For the demonstration of competence in this unit it will be necessary to provide a real life environment and/or simulations based on real life incidents. These resources may involve complex scenarios sufficient to allow evidence to be gathered from a variety of sources and stakeholders on more than one occasion and over an extended period of time. Controlled access to organisational records and personnel may have significant cost implications for the staging of scenarios.

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.

Elements which influence the organisation's ability to manage risk may include:

- legislative authority
- emergency management capability
- level of community education and awareness
- resources and organisational culture

Technical, financial, social and legal considerations against which risk can be prioritised may include:

- technical judgements which appropriately acknowledge uncertainty include:
- international technical standards
- national standards
- codes of practices
- procedures
- professional judgement
- legal considerations may include:
- international law
- conventions and treaties
- statutory provisions
- common law precedents
- recommendations of investigative offices such as the coroner
- boards of inquiry (e.g. Air Safety) and royal commissions
- land use and exposure to litigation
- social and political considerations may include:
- government policy
- community expectations
- community values
- community attitudes
- community perceptions and special group interests
- the organisational and administrative environment
- current public service practices
- government and organisational policy
- public perceptions and attitudes
- the natural physical environment
- the present emergency management capability
- the technological
- social
- political and economic environment
- context

The environment within which the emergency management responsibilities are developed may include:

Emergency risk management

structure will reflect:

- nature of the risk
- responsibilities of the organisation

Unit Sector(s)

Not applicable.